

STATE OF VERMONT

**AGENCY OF NATURAL RESOURCES
DEPARTMENT OF FORESTS, PARKS AND RECREATION**

Michael Snyder, Commissioner
Sam Lincoln, Deputy Commissioner
Danielle Fitzko, Director of Forests
Kathy Decker, Forest Protection Program Manager

**TOWN FOREST FIRE
WARDEN HANDBOOK**



Your District Fire Supervisor is:

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Prepared by:
Forest Resource Protection
2020 Edition

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INTRODUCTION

This version of the Fire Warden Handbook will assist you in carrying out your duties as Town Forest Fire Warden. This handbook provides you with information on the duties of a fire warden, the nature of wildland fires, preparing for fire season, forest fire laws, and working with the public to ensure fire safety. You will find instructions on how to fill out forms such as fire reports, reimbursement forms, tool orders, etc. A list of state forest fire personnel and their telephone numbers is included. Please contact your local District Fire Supervisor if you have any questions.

STATE PERSONNEL LOCATOR

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District 3: Addison, Chittenden, Franklin, and Grand Isle Counties

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District 5: Caledonia, Essex, and Orleans Counties

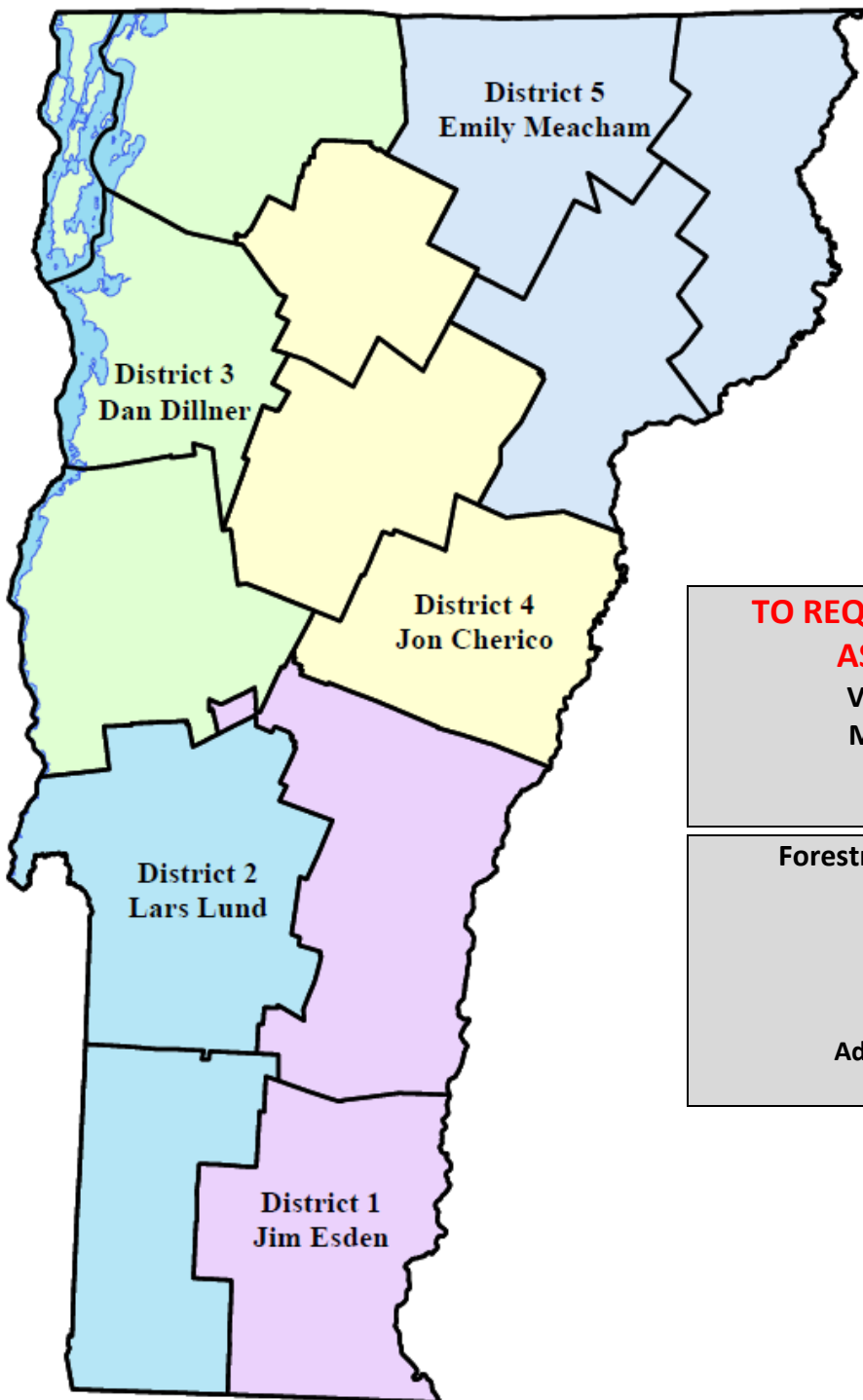
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PERSONNEL LOCATOR AND DISTRICT BOUNDARIES



TO REQUEST STATE FORESTRY ASSISTANCE, CALL:

Vermont Emergency
Management (VEM)
Waterbury
1-800-347-0488

Forestry Division Headquarters
Montpelier
Danielle Fitzko
Director of Forests
Jenny Lauer
Administrative Assistant
802-828-1531

ADMINISTRATIVE INFORMATION



FIRE WARDEN APPOINTMENT INFORMATION

Forest Fire Warden Appointment

Possible candidates for town forest fire wardens are selected by the Selectboard usually with input from the town fire department. The District Fire Supervisor then talks with the Selectboard and the candidate(s) about the position, kind and amount of work involved, etc., and makes a recommendation to the Selectboard of the candidate of his/her choice. The candidate completes the appointment and personnel forms, the Selectboard signs the forms and sends them to the District Fire Supervisor to forward to Forestry Headquarters for final processing. The Montpelier office will notify the new warden of final approval and send two notice posters, and a certificate of appointment signed by the Commissioner or his/her designee.

The new appointment is for 5-years or for the balance of the former warden's term. Wardens are reappointed every 5-years unless he/she chooses to resign, or the town or state agree to not reappoint.

Deputy Forest Fire Wardens are appointed to assist the fire warden as needed. His/her authority is the same as the warden, but they are working under the direction of fire warden.

Personnel Records

The State maintains personnel information for every appointed town forest fire warden and deputy warden. This information is used to verify the warden's qualifications and to maintain mailing lists. If you wish to keep updated on meetings, announcements, and other notices, keep this information updated with your District Fire Supervisor or on the Fire Warden website:

<https://anrweb.vt.gov/FPR/FireWarden/Login.aspx>

Appointment and Reappointment Forms

Town Forest Fire Warden appointments are documented and kept on file at Forestry Division Headquarters of the Department of Forests, Parks and Recreation.

Examples of the Town Forest Fire Warden Personnel Record and various forms related to Fire Warden appointments and reappointments are displayed in the appendix. Copies of all forms on the following pages are included in a pocket in the back of this handbook to serve as masters for copying.

All completed forms should be sent to your District Fire Supervisor.

FIRE WARDEN JOB DESCRIPTION

Forest Fire Wardens are appointed by the Commissioner of Forests, Parks and Recreation, with the approval of the selectboard, and shall serve for a term of five (5) years or balance of former warden's term, with an unlimited number of reappointments possible subject to approval by the Commissioner or designee (10 V.S.A. Chapter 83 §2641).

Major Duties:

1. ***Suppression of wildland fires within the town*** (10 V.S.A. § 2644). Takes personal charge of wildland fire fighting operations, and ensures all fire suppression expenditures are necessary and reasonable. Manages fire department resources in unified command with that department's highest-ranking officer at an incident. Anticipates need for outside assistance. Demonstrates up- to-date suppression knowledge.
2. ***Maintains records and submits reports.*** Completes an accurate and thorough fire report for every wildland that occurs within the town, and submits reports to the Department of Forests, Parks and Recreation within 14 days of a fire's extinguishment. Keeps a record of "Permit to Kindle Fire" (burning permits) issued. Maintains Vermont Fire Prevention Ticket book and keeps all records in accordance with provided instructions.
3. ***Enforcement of Forest Fire Open Burning Laws*** (10 V.S.A. § 2645; 10 V.S.A. § 2648; 10 V.S.A § 2672). Regulates open burning within the town by issuing burning permits, inspecting problem sites, and informing townspeople in proper burning practices. Acts upon violations promptly. Makes initial contact with persons responsible for wildland fires and assists other authorities in fire investigations when requested. Knows and understands all forest fire laws and demonstrates active interest in fire prevention efforts within the town. Communicates with the public in a courteous manner.

Additional Responsibilities:

1. Keeps informed and up to date by attending all training sessions called by the Commissioner or his/her designee.
2. Maintains working relationship with town officials and fire departments who provide fire protection to any portion of the warden's town.

Salary and Compensation:

The salary of the fire warden shall be determined by the selectboard for time spent in the performance of the duties of his/her office, which shall be paid by the town (10 V.S.A. §2642).

In addition:

1. The warden shall receive from the State a \$30 stipend for issuance and recordkeeping of open burning permits in their town.
2. The warden shall receive from the State a \$30 per diem for attendance at each training session called by the Commissioner or designee.
3. The warden shall receive from the State \$10 for each fire report submitted within 14 days of the fire's extinguishment.

Qualification for a New Town Forest Fire Warden or Deputy Warden:

1. Eligible to hold town office:
 - a. is a citizen of the United States
 - b. is a resident of the State of Vermont
 - c. has taken the Voter's Oath
 - d. is 18 years of age or older
2. Should be a member of the local fire department within the town that he/she will serve as warden if a department exists.
3. Available to carry out the duties and responsibilities as listed in the job description.
4. Shall hold a valid Vermont driver's license.
5. Shall be able to read and write; a requirement necessary to fill out report forms and issue burning permits and fire prevention tickets.
6. Shall have a telephone with a listed or published telephone number.
7. Although not mandatory, general good health is necessary to carry out most duties of the position.

Upon being appointed, new wardens and deputy wardens will be supplied the following:

From District Fire Supervisor:

- Town Forest Fire Warden Handbook
- Forest Fire Warden Identification Card
- Vermont Fire Prevention Ticket-User Guide
- Vermont Fire Prevention Ticket Book
- Ample Supply of Burning Permits
- Ample Supply of Forest Fire Report Forms

From Forestry Division Headquarters:

- Certificate of Appointment
- Two (2) Community Notice Posters

Contact your District Fire Supervisor if you have not received these supplies or need additional amounts.

Fire Warden and Key Person Identification Cards

Identification cards will be issued to all fire wardens and their deputies. These cards will enable town fire wardens to offer proper identification when making public contacts. A new card will be issued for each term of appointment. If a card needs to be replaced, contact your District Fire Supervisor.

 Official Town Forest Fire Warden Identification Card	
Cardholder's signature: _____	
NAME: _____	
DOB: _____	TOWN: _____
EXPIRES: _____	TITLE: _____

Department of Forests, Parks and Recreation Waterbury, Vermont	This is to certify that _____ is a Town Official of the State of Vermont, duly appointed under provisions of the Vermont Statute Annotated, as amended, and is serving as Town Forest Fire Warden for the Town of _____.
	Director, _____ Date _____ Division of Forests <i>Appointing Authority (802-828-1531)</i>

Key Person:

The Warden may choose to use a Key Person. A Key Person is someone you designate to issue burn permits on your behalf and under your direction. A Key Person is determined by you and is not subject to the fire warden appointment process. As fire warden, you must identify and designate your Key Person(s) each year. Key Person cards are available from your District Fire Supervisor.

THIS IS TO CERTIFY THAT _____ has been approved by me to act as a KEY PERSON and is hereby empowered to act for me in the issuance of "Permits to Kindle Fire" _____ Forest Fire Warden _____, Vermont Signature of bearer _____ TERM EXPIRES DECEMBER 31, 20____

Town Forest Fire Warden/Deputy Reappointment Schedule

The terms of office and incumbent town forest fire wardens shall expire on July 1 each of the following fire years as listed below. Wardens may be reappointed for an unlimited number of terms provided they meet the reappointment qualifications.

2020	2021	2022	2023	2024
Addison				
Bristol	Cornwall	Ferrisburg	Addison	Bridport
Hancock	Leicester	Lincoln	Goshen	Granville
New Haven	Orwell	Panton	Middlebury	Monkton
Shoreham	Starksboro	Waltham	Ripton	Salisbury
			Weybridge	Whiting
Bennington				
Dorset	Glastenbury	Landgrove	Arlington	Bennington
Pownal	Readsboro	Rupert	Manchester	Peru
Shaftsbury	Stamford	Sunderland	Sandgate	Searsburg
			Winhall	Woodford
Caledonia				
Danville	Groton	Hardwick	Barnet	Burke
Newark	Peacham	Ryegate	Kirby	Lyndon
Stannard	Sutton	Walden	St. Johnsbury	Sheffield
				Wheelock
Chittenden				
Charlotte	Colchester	Essex	Bolton	Buel's Gore
Jericho	Milton	Richmond	Hinesburg	Huntington
Underhill	Westford	Williston	St. George	Shelburne
Essex				
Bloomfield	Brighton	Brunswick	Averill	Concord
East Haven	Granby Norton	Guildhall	Avery's Gore	Lunenburg
Maidstone		Victory	Canaan	
			Leminston	
			Ferdinand	
			Lewis	
			Warren's Gore	
			Garner's Grant	

2020	2021	2022	2023	2024
Franklin				
Enosburg Georgia Sheldon	Fairfax Highgate Swanton	Fairfield Montgomery	Bakersfield Fletcher Richford	Berkshire Franklin St. Albans
Grand Isle				
Isle La Motte	North Hero	South Hero	Alburg	Grand Isle
Lamoille				
Eden Stowe	Elmore Waterville	Hyde Park Wolcott	Belvidere Johnson	Cambridge Morristown
Orange				
Brookfield Orange Tunbridge	Chelsea Randolph Vershire	Corinth Strafford Washington	Bradford Fairlee Thetford West Fairlee	Braintree Newbury Topsham Williamstown
Orleans				
Brownington Glover Lowell Westmore	Charleston Greensboro Morgan	Coventry Holland Newport	Albany Craftsbury Irasburg Troy	Barton Derby Jay Westfield
Rutland				
Castleton Hubbardton Mount Tabor Proctor Tinmouth	Chittenden Ira Pawlet Rutland Wallingford	Clarendon Mendon Pittsfield Killington Wells	Benson Danby Middletown Springs Pittsford West Haven	Brandon Fair Haven Mount Holly Poultney Sudbury West Rutland
Washington				
Cabot Marshfield Roxbury Worcester	Calais Middlesex Waitsfield	Duxbury Moretown Warren	Barre East Montpelier Northfield Waterbury	Berlin Fayston Plainfield Woodbury
Windham				
Brookline Halifax Putney Vernon Windham	Dover Jamaica Rockingham Wardsboro	Dummerston Londonderry Somerset Westminster	Athens Grafton Marlboro Stratton Whitingham	Brattleboro Guilford Newfane Townshend Wilmington

2020	2021	2022	2023	2024
Windsor				
Barnard	Bethel	Bridgewater	Andover	Baltimore
Hartford	Hartland	Ludlow	Cavendish	Chester
Pomfret	Reading	Rochester	Norwich	Plymouth
Springfield	Stockbridge	Weathersfield	Royalton	Sharon
Windsor	Woodstock		Weston	West Windsor

PRE-SUPPRESSION INFORMATION



Training Opportunities

Upon initial appointment, town forest fire wardens and deputy wardens will receive basic orientation training from their District Fire Supervisor with the Department of Forests, Parks and Recreation. This training will include a review of the fire warden job requirements and instructions on how to make out fire reports, process fire reimbursement forms, fill out permits, and complete equipment order forms. In addition, each warden will receive training on how to use fire prevention tickets relating to enforcement of forest fire laws.

All wardens and deputy wardens are required to attend training sessions called by the Commissioner or designee of the Department of Forests, Parks and Recreation. These training sessions are generally called once each year before spring fire season at convenient locations throughout the state. Annual warden trainings feature current wildland fire topics and themes, as well as updates on fire warden activities. Your attendance and participation at these meetings will keep you current on your duties and responsibilities as town forest fire warden.

The Vermont Fire Academy, in cooperation with local fire departments, offers basic and advanced fire training and certifications, throughout the state. District Fire Supervisors instruct “Wildland Fire Control” as part of the Academy’s Firefighter 1 Certification. District Fire Supervisors are also available by request from you or your local fire department for wildland fire training.

For more information on these training opportunities, contact your District Fire Supervisor.

Fire Season Information

Spring Fire Season

Spring fire season generally begins shortly after snow melt, when weather conditions are favorable for drying wildland fuels. These consist of fine dead fuels, such as grass and light brush. Clean up after a long winter season increases debris burning activity statewide. Most of Vermont's wildland fires occur from the end of March to the beginning of June.

Southern counties generally experience dry conditions earlier in the spring, and northern counties will have dry conditions later in the season. Keep in mind as snow melts that lowland areas dry out earlier in the season than mountain areas. During this time of year, access into fire areas may be extremely hampered by mud conditions.

In the spring, weather patterns change frequently. Watch for high winds, combined with dry fuel conditions and tough terrain that could make wildland fire control difficult and hazardous. Generally spring fires seldom burn deep into the ground litter, making mop-up much easier and less expensive.

Summer Fire Season

After green-up has occurred and the spring rainy periods have subsided, the summer months can turn hot and dry. Even though wildland areas look green and moist, the forest ground fuels and litter may be dry enough to sustain fire. Campfires, logging operations, and lightning are common causes of summer fires. You can expect most of your summer fires to occur from mid-July to the end of August. Depending primarily on the amount of rain received, a summer fire season may or may not occur.

In many cases, summer fires have low smoke output and minimal convective lift and often escape detection in remote areas. Wildland fires spread at a slower rate during this time of year except for fires in softwood areas.

If litter and duff layers are very dry, summer fires will burn deep into the ground fuels. Should this happen, control and mop-up will be difficult and costlier.

Fall Fire Season

When foliage season is over and leaves drop, wildland fuels begin a drying process. Shortly after leaf drop, wildland fires can occur if weather patterns are favorable, such as hot, dry, and windy conditions. Fall fires generally occur from early October to the end of November. Usually snow conditions are present from mid to late November which usually ends the fall fire season.

Wildland fires during fall periods behave similarly to spring fires due to changing weather patterns that often generate high winds. With normal amounts of precipitation, the fall fire season may be very quiet or not occur at all.

If drought conditions exist during fall periods, expect fires to burn into the ground fuels creating problems similar to the summer season. Careless hunters in the fall can create fire starts in remote areas.

Forest Fire Danger Ratings

From one season to the next, it is important to know the likelihood of wildland fires getting started, and once started, the severity with which they will burn. A measure for this concern is called the **Forest Fire Danger Rating**.

Forest fire danger ratings are determined by comparing forest fuel conditions, recent weather conditions, and various fire start risk factors. During non-snow periods of the year, the State monitors forest fire danger levels daily. Your impression of local fire conditions is as important as the danger ratings in knowing what to expect from one day to the next in a fire season.

Daily weather observations are gathered from 5 remote automated weather stations (RAWS) located throughout Vermont. These readings are uploaded to WIMS (Weather Information Management System) a national internet-based processor that houses the data needed to calculate daily fire danger adjective ratings. This system also generates outputs such as the burning index (BI), a measure of the likelihood of a fire start, energy release component (ERC), a measure of fire intensity, and KBDI, a measure of drought. These measurements consider each day's weather observations, cumulative observations from the previous day, week, season, and fuel conditions. Keep in mind that fire danger ratings are general measures of how severe a fire day might be. The following explanations detail how these ratings apply to your work as Town Forest Fire Warden.

Uses for Fire Danger Ratings

- Informing the general public of daily fire risks
- Making decisions on issuing burning permits
- Being prepared to suppress wildland fires
- Historical information on the nature of our fire seasons

ADJECTIVE VS. CLASS DAY	
LOW	Class 1
MODERATE	Class 2
HIGH	Class 3
VERY HIGH	Class 4
EXTREME	Class 5



Low Fire Danger

- Chances of accidental fires occurring are minimal.
- With care, the chance of permitted fires escaping is low.
- Best weather conditions to issue burning permits.
- Wildfires occurring on these days will be low intensity, slow spreading, and easy to control. Minimum manpower and equipment will be needed.



Moderate Fire Danger

- Chances of accidental fires occurring will increase slightly.
- Fires may escape if not properly attended.
- **These may be acceptable conditions to issue burning permits if the permittee attends the fire and has the proper equipment to handle any problems.**
- Fires in open cured grasslands will burn briskly and spread rapidly on windy days. Timber fires spread slowly to moderately fast. The average fire is of moderate intensity, although heavy concentrations of fuel may burn hot.
- Slight increase in manpower and equipment should be considered.



High Fire Danger

- Potential for accidental fires occurring increases significantly.
- **Consider not issuing a permit until conditions become more favorable. Issue permits only if special precautions and equipment will assure safe control.** All fine dead fuels ignite readily and fires start easily from most causes.
- Unattended brush and campfires are likely to escape. Fires spread rapidly and short-distance spotting is common.
- High-intensity burning may develop on slopes or in concentrations of fine fuels.
- Fires may become serious and difficult to control unless they are successfully attacked while small.



Very High Fire Danger

- Potential for accidental fires occurring is extremely high.
- Fires will be very difficult to keep under control.
- **Do not issue burning permits under these conditions. You would be justified in denying requests for burning permits in your town under these conditions. The State may call you to give you an advisory when the fire danger reaches this level. Continue any restrictions on issuing permits until the fire danger drops to a lower level.**

- Wildfires occurring on these days will develop high intensities and rapid spread rates very quickly. Initial attempts to control these fires may not be successful. Notify the State of major problems and be prepared to ask for additional assistance to control the fire.



Extreme Fire Danger

- Extreme fire danger exists after several consecutive days of very high fire danger.
- Fires start quickly, spread furiously, and burn intensely. All fires are potentially serious.
- Development into high intensity burning will usually be faster and occur from smaller fires than in the very high fire danger class. Direct attack is rarely possible and may be dangerous except immediately after ignition.
- Fires that develop headway in heavy slash or in conifer stands may be unmanageable while the extreme burning condition lasts. Under these conditions the only effective and safe control action is on the flanks until the weather changes or the fuel supply lessens.

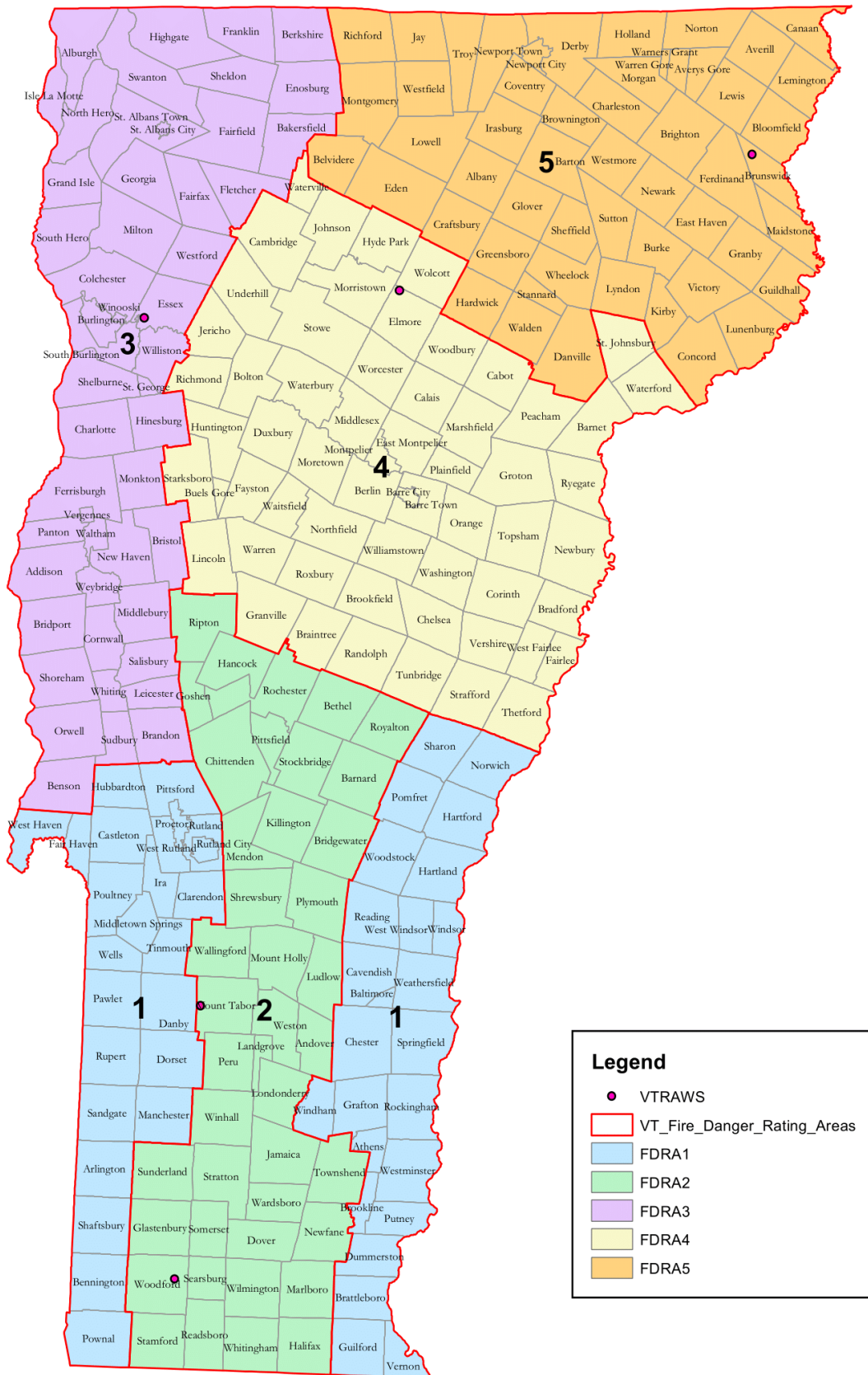
In most cases, your knowledge and observations of burning conditions in your town is enough to determine the general forest fire danger rating. If you are uncertain as to what the fire danger rating is, especially if you think it may be increasing or decreasing, you should contact your District Fire Supervisor or sign up to receive daily fire weather forecasts and fire danger reports. During times that the fire danger reaches high to very high levels, you may be contacted by the State and given information on advisories or bans related to issuing permits.

State of Vermont Fire Danger Rating Areas

From the beginning of spring through the fall fire season, the Vermont Department of Forests, Parks & Recreation publishes a daily Vermont Fire Weather/Fire Danger Forecast. This release includes a map of Vermont town boundaries and their associated fire danger ratings for the day. These fire danger ratings are determined by five Remote Automated Weather Stations (RAWS) that collect weather conditions at their fixed locations across the state.

The Vermont Department of Forests, Parks & Recreation has established five Fire Danger Rating Areas (FDRAs) to replace determining fire danger by county. Instead of assuming fire conditions are strictly tied to sensor proximity, these FDRAs seek to match town fire conditions to their respective RAWS. This association groups fire weather data collected at a RAWS to nearby towns that have similar geography, fuels, and topography. The new FDRA boundaries were determined in collaboration with neighboring states, the National Weather Service, the USDA Forest Service, National Fire Danger Rating System experts, local personnel with fire experience, and by referring to historical fire patterns in Vermont. The new FDRA boundaries also closely match the boundaries of New Hampshire FDRAs, allowing for further fire weather collaboration across state lines. No towns were split between Fire Danger Rating Areas.

Vermont Fire Danger Rating Areas



National Weather Service Products

In addition to the State's fire danger monitoring program, the National Weather Service also provides fire weather products including:

- Daily fire weather forecasts
- Spot forecasts for ongoing fires
- Fire weather watches, and
- Red flag warnings (See [Red Flag Poster](#) in the Appendix).

The fire weather forecast provides detailed information on forecasted values for weather elements that can affect the potential for fire starts and how a fire will behave once ignition occurs. Examples are max /min temperature, relative humidity, morning and afternoon wind speed and direction, probability of precipitation, etc. (See [Example Fire Weather Forecast](#) in the Appendix).

Spot forecasts are available from the National Weather Service (NWS) through the State for on-going fires. These forecasts give detailed forecasted weather information for today, tonight, and tomorrow for the specific fire location. They are especially useful to help you determine whether the fire can be easily contained and held or if additional resources will be necessary. They can also alert you to the potential of a weather event that could seriously affect fire behavior such as passages of dry, cold fronts with associated increases in wind speed, changes in wind direction, and decreases in relative humidity. The NWS needs specific information from you to make this forecast, such as latitude/longitude, elevation, terrain type and aspect, fuels and accurate weather observations at or near the incident. Contact the National Weather Service (See [the next section](#) for contact information) for a spot forecast or your District Fire Supervisor for assistance in requesting a spot forecast.

A **Red Flag Warning** event is the combination of a critical fire weather pattern and significantly dry fuels. This combination has the potential for widespread new ignitions and/or dangerous fire behavior making control extremely hazardous. A **Fire Weather Watch** is issued in the event that this combination of weather and dry fuel conditions is possible. A **Red Flag Warning** is issued when this event is likely.

All these specific criteria are needed to generate a **Red Flag Warning** event:

In spring/fall when fuels are cured:

- Winds, sustained or with frequent gusts above 25 mph **AND**
- Relative humidity at or below 30% **AND**
- Rainfall amounts from the previous 5 days of less than .25 inches

In summer when fuels are green:

- All the above plus Keetch-Byram Drought Index (KBDI) values of 300 or greater

Red Flag generally reflects how fires may behave after they ignite, while fire danger specifically relates to the likelihood of fire development.

The Red Flag warning is a significant safety warning that a serious fire day is likely. Fires occurring on Red Flag days will be more dangerous to firefighters and care should be taken to ensure their safety. If the National Weather Service issues a Fire Weather watch or Red Flag warning, we will make this information available to you.

Where to Find Fire Weather and Fire Danger Information

Daily fire weather and fire danger rating information are available through fire season from March to November from the following sources:

- Visit the **Vermont Department of Forests, Parks & Recreation Monitoring Fire Danger** webpage at: <https://fpr.vermont.gov/forest/wildland-fire/monitoring-fire-danger>
- Follow **@VTFireDanger** on Twitter
- Visit the **National Weather Service Fire Weather Pages**
 - Burlington, VT at <http://www.weather.gov/btv/firewx> (802-658-0207)
 - Albany, NY at <http://www.weather.gov/aly/fire> (518-435-9575) for Bennington and Windham Counties
- Visit the **Vermont Emergency Management daily situation report** at: <http://demhs.vermont.gov/contact-us/daily>
- In the event of a Red Flag Warning, an announcement will be made to all fire departments by **VT-ALERT** (to receive emergency alerts, create an account at this link: <https://www.vtalert.gov/>) and will be headlined in the Vermont Fire Weather/Danger Forecast.
- Other links for additional sources for fire weather and fire danger information:
 - **NWS – Boise** (for national fire weather forecasts): <https://www.weather.gov/fire/>
 - **Eastern Area Coordination Center Predictive Services**: <http://gacc.nifc.gov/eacc/>
 - **National Wildland Fire Assessment System (WFAS)**: <http://www.wfas.net/>
- For Drought Information:
 - **U.S. Drought Monitor** – (with links to drought indexes, soil moisture info, etc.): <http://www.cpc.ncep.noaa.gov/products/Drought/>
- Other national sites of interest:
 - **National Weather Service**: <http://weather.gov/>
 - **National Climatic Data Center**: <http://www.ncdc.noaa.gov/>
 - **NWS Climate Prediction Center**: <http://www.cpc.ncep.noaa.gov>
 - **NOAA's Homepage**: <http://www.noaa.gov/index.html>

Wildland Fire Detection

Most wildland fires are reported by the general public through the 911 dispatchers who in return dispatch local fire departments. During periods of high fire danger, the State may utilize aerial patrols to detect forest fires. The primary need for fire patrol flights is to provide for early detection of fires in remote areas.

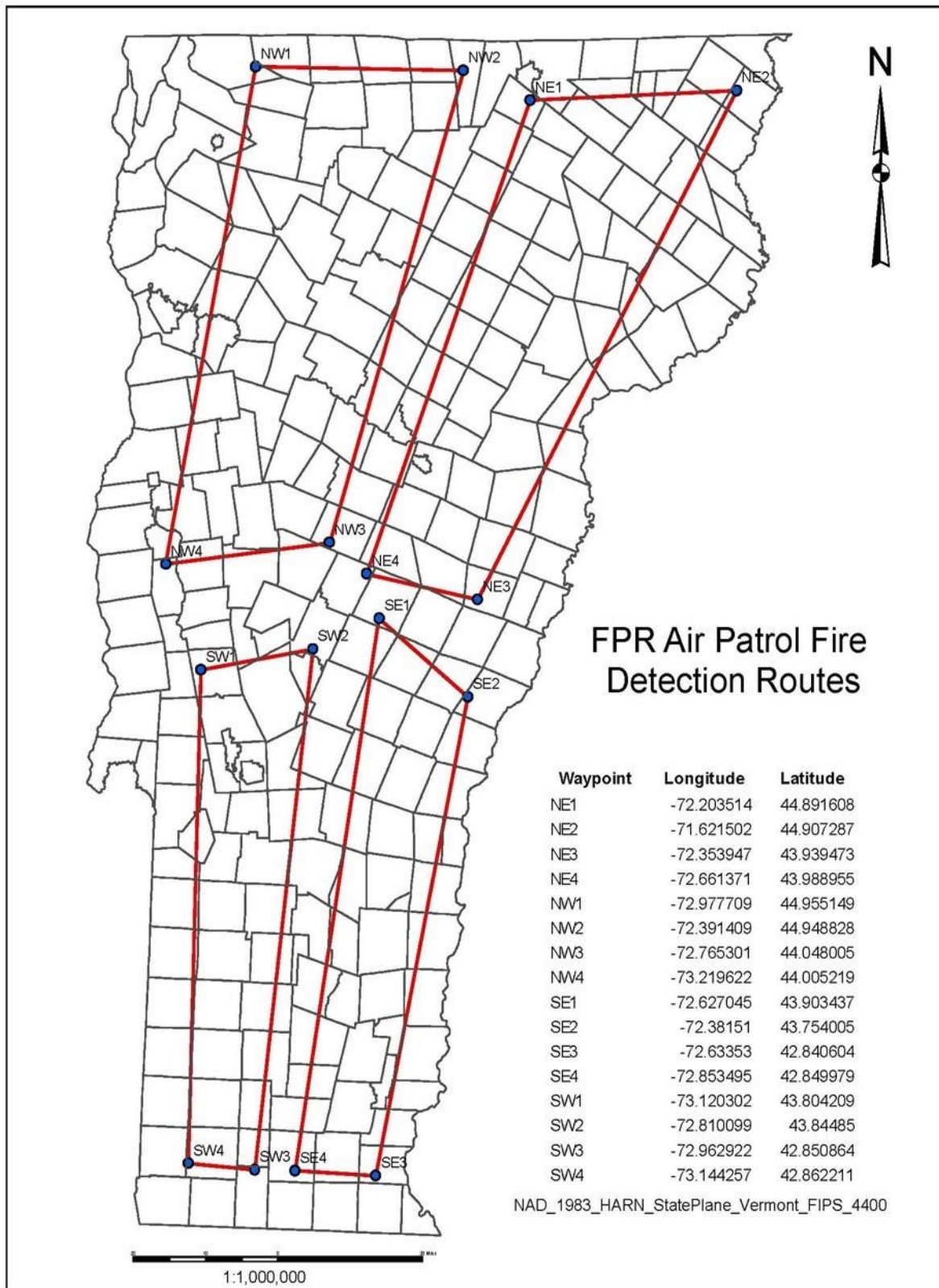
The map on the following page indicates the detection routes of FPR aerial patrols. When a fire is detected by a patrol plane, it is reported to one of our FPR Fire Response Coordinators along with general information on its location, type of forest, size, etc. The FPR FRC, in turn, contacts local fire dispatch, town volunteer fire department, and if needed, Vermont Emergency Management.

During major suppression operations, fire patrol planes may be used to observe the progress of control efforts. **The FPR State Forest Fire Supervisor and the Green Mountain National Forest will determine the necessity and use of fire patrol flights. Prompt fire reports help track fire occurrence and the need for flights.**

Detection flights may be authorized by the Department of Forests, Parks and Recreation fire staff at its discretion. Information on current and local fire danger ratings are used to determine if flights are necessary. Most flights are scheduled based on current and predicted fire weather and are tempered by Vermont experience.

Fire detected on US Forest Service (USFS) or US Fish & Wildlife Service land by the flight will be reported to a State Dispatcher who will then notify the Northeastern Interagency Coordination Center (NECC).

Air Patrol Fire Detection Routes



Radio Communications

The Vermont State Forestry Division maintains a conservation radio frequency. This frequency is car to car only. Fire Chiefs in Vermont can request to program this frequency into their department radios. The Forest Resource Protection section uses programmable portable radios as well as mobile radios mounted in both Fire Response Vehicles. The Fire Response Vehicles (FPR1 and FPR2) have radios preprogrammed with the majority the local fire-ground frequencies in Vermont, as well as Fire/EMS Dispatch Centers, State Fish & Wildlife, State Police, State Agency of Transportation, and National Interoperability channels (VTAC). The FRVs also have on board VHF radios that can be field programmed on an incident. When state forestry personnel arrive to assist on a fire, they will request permission to operate on the local incident frequency.

Fire Response Coordinators (FRC) have assigned State CAD (Computer Aided Dispatch) system radio call numbers that are identifiable in the State PSAPs (Public Safety Answering Points. i.e. Dispatch Centers).

FRC-South: Lars Lund (2275); FRC-North: Dan Dillner (2276).

CHANNEL	FREQUENCY	DESCRIPTION
Forestry Conservation	Rx 151.1600 Rx Code 156.7 Tx 151.1600 Tx Code 156.7	Forests & Parks Fire-ground / car to car
VTAC11	Rx 151.1375 Code 156.7 Tx 151.1375 Code 156.7	Non-Federal VHF National Interoperability Channels
VTAC12	Rx 154.425 Code 156.7 Tx 154.425 Code 156.7	Non-Federal VHF National Interoperability Channels
VTAC13	Rx 158.7375 Code 156.7 Tx 158.7375 Code 156.7	Non-Federal VHF National Interoperability Channels
VTAC14	Rx 159.475 Code 156.7 Tx 159.475 Code 156.7	Non-Federal VHF National Interoperability Channels
	Rx 162.4000 No Tx	National Weather Service Mount Mansfield
	Rx 162.4750 No Tx	National Weather Service Mount Ascutney

SUPPRESSION INFORMATION



ONLY YOU CAN PREVENT WILDFIRES.

Wildland Fire Reporting Procedures

One of your most important duties as Forest Fire Warden is to promptly report all wildland fires to your District Fire Supervisor. Prompt reporting helps the Forestry Division monitor fire danger, submit accurate daily situation reports to the Northeast Coordination Center, and qualify for federal grant funds.

Forest fire reporting is not difficult or time consuming **if done promptly**. Coordination with your fire department is essential in having all wildland fires to you **immediately**. If possible, Forest Fire Wardens should be present at all ongoing wildland fires. All details will be clearer and more accurate if you are there. **FPR will pay the fire warden \$10.00 per report for reports received within 2 weeks after a fire is extinguished.**

Wildland fires can be reported using the “Forest Fire Report” card or the online Wildland Fire Reporting system. The advantage of using the online reporting system is the report is immediately received and you can edit or update information as needed. Both methods are described below.

Forest Fire Report Card:

1. Check fire for cause, size, location (latitude/longitude), damages, injuries, estimate cost, and violations. Size and location can be determined by you or your District Fire Supervisor with a handheld GPS unit.
2. Fill out the **Forest Fire Report card** immediately and **with as much information as possible**. At a minimum, the upper section labeled “Required Information” must be completed. The “Additional Fire Information” contains fire scene information needed fire reporting by the Department of Forests, Parks and Recreation.
3. **Don’t forget a good map**; the sketch map should include:
 - location of fire—include coordinates if possible
 - where fire started
 - area burned
 - type of wildland burned or endangered (grass, brush, woodland)
 - north arrow
 - wind direction
 - 911 addresses, road names and any other distinguishing landmarks to assist in locating fire
4. Immediately send this report to your **District Fire Supervisor**.

Your District Fire Supervisor will check the fire at your request.

Online Wildland Fire Reporting System:

1. Check fire for cause, size, location, damages, estimate cost, and violations. Size and location can be determined by you or your District Fire Supervisor with a handheld GPS unit.
2. On your computer, go to <https://anrweb.vt.gov/FPR/FireWarden/Login.aspx> to access the log in screen. Type in your username and password and click submit. *A username and password will be assigned to you as part of the fire warden appointment process.*
3. Submit a New Fire Report - From the menu page, select **Report a Fire**. Complete as much of the form as possible. *All fields with a red asterisk* must be filled in to submit a report.*
4. Complete the additional details section with as much information as you have. The comments section is where you describe the fire scene, the location of the fire in relation to roads, forests, etc. This section will replace the map that the hard copy fire report requests. Add as much detail as possible. *Note: If you have a .jpg or .pdf map of the fire, it can be emailed to your District Fire Supervisor.*
5. Click the **Submit** button to complete the online report.
6. Once you have entered or edited your report, Log Out of the system.

For more detailed information go to the Vermont Agency of Natural Resources Department of Forests, Parks and Recreation's Forest Fire Wardens Page at <https://fpr.vermont.gov/forest/wildland-fire/forest-fire-wardens>, or if you have any problems, contact your District Fire Supervisor for assistance.

IMPORTANT

If the wildland fire report is not received by your District Fire Supervisor within two weeks (14 days) after the extinguishment of the fire, **YOU WILL NOT BE ELIGIBLE FOR PAYMENT FOR THE FIRE REPORT.** (10 V.S.A. §2642 and §2644).

Examples of both reporting methods are shown in the appendix.

Fire Suppression Assistance

The Vermont Legislature has given the responsibility of forest fire prevention and suppression to each individual town under the authority of the town forest fire warden. Many wardens take personal charge of fire suppression in their town; however, it is accepted that most towns have fire suppression handled by the town fire department. It is also recognized that town fire wardens often delegate some of their authority to fire department chiefs to make fire suppression efforts more responsive. Per statute, fire wardens have command authority over wildland fire suppression activities in their town.

When initial attempts to control wildland fires become too difficult or risky, the responding town usually requests additional assistance. Fire departments calling for assistance contact fire dispatch center for mutual aid. Firefighters and equipment are dispatched either directly to the fire scene or arrive at the town fire station for stand-by. Mutual aid fire assistance between towns has worked well for many years and is your primary source for additional assistance. Review your dispatching and mutual aid activation procedures with neighboring fire officials periodically. This will make mutual aid assistance more effective.

If a wildland fire requires specialized assistance or equipment, or the response from local fire departments does not meet your needs, you may contact your District Fire Supervisor ([Personnel Locator](#)). If you cannot contact your District Fire Supervisor, you can call the FPR Fire Response Coordinator (FRC) for your area. Fire Response Coordinators are dispatched through Vermont Emergency Management.

Some of the resources and services available to you during a wildland fire emergency are:

- **Forest Fire Handtools** delivered to your fire scene by state forestry personnel in quantities you request.
- **Specialized Water Handling Equipment** delivered to your fire scene, set up and operated by the state forestry personnel. This equipment is designed to transport water over difficult terrain and has special applications for controlling and mop-up of wildland fires.
- **Fire Behavior** – the Fire Response Coordinator or your District Fire Supervisor can assist you in determining how your ongoing fire is going to behave and react to control efforts. This is done by analyzing fuels, weather, and topography.
- **Fire Suppression Strategies** – Wildland fires are unique, and controlling them can be complicated. Your District Fire Supervisor can assist you in developing control strategies to minimize cost and effort, and maximize safety and effectiveness.
- **Specialized Firefighting Crews** – If circumstances warrant specially-trained wildland fire crews or teams, your District Fire Supervisor can request this resource for you.

- **Fire Critique and Training** – If desired, the Fire Response Coordinator or your District Fire Supervisor can help you review a fire after it is over to examine effectiveness, cost, safety, and training needs.
- **Wildland Fire Investigation** – Upon request, your District Fire Supervisor will assist you in a fire case investigation and involve State Police fire investigators if necessary.
- **Application for Fire Cost Reimbursement [\(Example-Appendix A19\)](#) and Wildland Fire Suppression Expense Forms [\(Example-Appendix A20\)](#)**– Your District Fire Supervisor will assist you in completing these forms. Only fires burning on or threatening Agency of Natural Resource owned lands are eligible for reimbursement. These forms require the signature of the District Fire Supervisor.

These are a few of the resources and services available to you through your District Fire Supervisor. *(In most cases towns are not charged for the cost of resources and services provided by the State.)* Our goal is to keep wildland fire control costs to a minimum.

Forest Fire Suppression Reimbursement Policy

Forest Fire Reimbursement for fires on or threatening Agency of Natural Resource (ANR) owned lands

I. General Eligibility Requirements for Reimbursement of Fire Suppression Costs on All Lands

- A. To be eligible for reimbursement of forest fire suppression costs, the Town in which the fire occurred must have actually paid for such forest fire suppression costs and must provide documentation of the payment of such costs to the Commissioner; and
- B. The fire department charged with fire protection in the town in which the fire occurs must supply a minimum of one fire department truck and two fire department personnel. The equipment and personnel must be actively engaged in forest fire suppression activities for the entire time requested or required for suppression of the forest fire; and
- C. The Town Forest Fire Warden must comply with the requirements of Chapter 83, Subchapter 4 of Title 10 of the Vermont Statutes Annotated; and
- D. The reimbursement rate shall be determined by the Commissioner of the Department of Forests, Parks and Recreation (“FPR” or “Department”) and shall be reviewed annually and adjusted as appropriate. The reimbursement rate will be provided to Town Forest Fire Wardens and posted on the FPR website.

II. Lands Owned by the Agency of Natural Resources

- A. The general eligibility requirements set forth in **Section I.** above must be satisfied; and
- B. “Lands owned by the Agency of Natural Resources” shall be defined as lands owned in fee simple by the Departments of Forests, Parks and Recreation, Fish and Wildlife and Environmental Conservation. “Lands owned by the Agency of Natural Resources” shall not include easement interests or other partial interests in lands held by the Agency of Natural Resources, The Department of Forests, Parks and Recreation, the Department of Fish and Wildlife, or the Department of Environmental Conservation; and
- C. The State will reimburse 100% of approved costs of the town in which the fire occurred at the reimbursement rate determined by the Commissioner, that are paid by the town in which the fire occurred, and reported and submitted to the Department by the Town Forest Fire Warden in accordance with Chapter 83, subchapter 4 of Title 10 of the Vermont Statutes Annotated.

III. Lands Not Owned by the Agency of Natural Resources

- A. The only fires that will be considered for reimbursement on lands not owned by the Agency of Natural Resources (ANR) are those fires that threaten ANR owned lands, as determined by the Commissioner; and
- B. The general eligibility requirements set forth in **Section I.** above must be satisfied; and
- C. The Town Forest Fire Warden shall comply with the requirements of 10 V.S.A. §2643(c) for fires on lands not owned by ANR for which the town seeks reimbursement of fire suppression costs; and
- D. The State will reimburse 100% of approved costs of the town in which the fire occurred at the reimbursement rate determined by the Commissioner, that are paid by the town in which the fire occurred, and reported and submitted to the Department by the Town Forest Fire Warden in accordance with Chapter 83, subchapter 4 of Title 10 of the Vermont Statutes Annotated; and
- E. The Commissioner of FPR shall determine if the eligibility requirements are satisfied and whether reimbursement is appropriate for any given forest fire.

Wildland Fire Equipment Purchases

Annually, the Department of Forests, Parks, and Recreation offers a Wildland Gear Purchase Program to Vermont Volunteer Fire Departments (VFDs) providing fire protection to communities with populations of 10,000 or less. Eligible fire departments pay 50% of the listed prices for wildland gear. The other 50% is funded by the federal Volunteer Fire Assistance (VFA) program. This purchase program is limited to specific items from the Wildland Fire Equipment catalog. This purchase program is usually offered in early fall, with all equipment delivered to fire departments prior to the spring fire season. Visit the FPR website for more information:

<https://fpr.vermont.gov/forest/wildland-fire/wildland-fire-equipment>.

At any time, fire departments in Vermont can purchase wildland firefighting equipment and personal protective equipment (PPE) from the federal government supply through the Department of Forests, Parks and Recreation at federal list prices. Additional forms are available from your District Fire Supervisor. Some examples of tools and equipment available from FPR are:

- Forest fire shovels
- Cutter bar-type fire rakes
- Fire Brooms
- Nomex Protective Clothing – pants and shirts only (sizes required)
- Five gallon backpack pumps

Your District Fire Supervisor will supply current price information each year. Be sure to follow ordering instructions carefully. You will find blank order forms for your use in the packet in the back of this report. Additional forms are available from your District Fire Supervisor.

Payments for any purchases can be made by towns, fire departments, or fire wardens per instructions of each order form. You can order anything available from the online Defense Logistic Agency (DLA) catalog at <https://bit.ly/33E64ot>.

Wildland Fire Equipment Order Instructions

- Make sure all payments made by check are to “State of Vermont”
- Fill in the name of the town ordering equipment.
- Fill in the name and telephone number of the person who may be contacted if there are questions concerning the order.
- Fill in the name and address where items are to be shipped.
- Fill in complete billing information – to whom and where bills will be sent.
- The town fire warden must approve and sign any equipment order unless the order is directly from the fire department.
- A minimum of three (3) selectboard signatures are required with each order if payment is made by the town. No Selectboard signatures are needed if payment is made directly by the fire department.
- Forward completed orders and any payments directly to your District Fire Supervisor. Keep a copy for your records.
- When ordering Nomex protective clothing use the sizes from the DLA Wildland Catalog. Contact your District Fire Supervisor for assistance.
- If your order seems to be delayed or incorrect for any reason, contact your District Fire Supervisor.

Please order equipment well before you need it to insure timely delivery. See [Equipment Order Form](#) in the Appendix.

PREVENTION INFORMATION



Prevention Education

The easiest wildland fire to deal with is the one that never gets started. Most of your prevention efforts as town forest fire warden will be through issuing burn permits, which gives you the opportunity to inform the public on how to burn safely and keep fires from escaping.

Your District Fire Supervisor can provide information on various fire prevention techniques. Smokey Bear prevention materials are available in limited supply to your town for wildland fire prevention programs. Your town or town fire department can purchase additional supplies through the forestry department. Contact your District Fire Supervisor for price lists and ordering information.

A Smokey Bear costume is available for use during fire prevention activities. Guidelines for Smokey Bear costume use are found at [https://smokeybear.com/guidelines/Smokey Bear Guidelines-9-3016.pdf](https://smokeybear.com/guidelines/Smokey_Bear_Guidelines-9-3016.pdf).

Forest Fire Laws

We encourage you to use local newspapers and radio stations to periodically advise the public on fire danger periods or the local procedures for obtaining burning permits. Your District Fire Supervisor can help you with preparing public information announcements.

Enclosed you will find detailed information on the Vermont Forest Fire Laws, including Title 10, chapter 83, subchapters 4 and 7.

This section is provided for your general information. If you do not understand any part of the forest fire laws, contact your District Fire Supervisor.

Any changes and updates to this section will be provided to you by your District Fire Supervisor.

TITLE 10 V.S.A.

CHAPTER 83. VERMONT DEPARTMENT OF FORESTS, PARKS & RECREATION

FOREST FIRE LAWS

Subchapter 4: Forest Fires & Fire Prevention

§2603. Powers and Duties: Commissioner

(a) The Department shall be under the direction and supervision of a Commissioner appointed by the Secretary as provided in 3 V.S.A. § 2851. In addition to the duties and powers provided under this chapter, the Commissioner shall have the powers and duties specified in 3 V.S.A. § 2852 and such additional duties as may be assigned to the Commissioner by the Secretary under 3 V.S.A. § 2853. The Commissioner shall implement the policy and purposes specified in section 2601 of this title where appropriate and to the extent that resources of the Department permit.

(b) The Commissioner shall manage and plan for the use of publicly owned forests and park lands in order to implement the policy and purposes of this chapter, promote and protect the natural, productive and recreational values of such lands, and provide for multiple uses of the lands in the public interest. The Commissioner may sell forest products and other resources on public lands and shall administer the State park system and a community recreation program as is in the best interests of the State and is consistent with the purposes and policies of this chapter.

(c)(1) The Commissioner, subject to the direction and approval of the Secretary, shall adopt and publish rules in the name of the Agency for the use of State forests, or park lands, including reasonable fees or charges for the use of the lands, roads, camping sites, buildings, and other facilities and for the harvesting of timber or removal of minerals or other resources from such lands, notwithstanding 32 V.S.A. § 603.

(2) The Commissioner of Forests, Parks and Recreation shall be permitted to temporarily (not to exceed one season per project) adjust fees and charges at any area for the purpose of bona fide scientific research.

(3) Notwithstanding subdivision (1) of this subsection, the Commissioner of Forests, Parks and Recreation shall be permitted to develop State park services, promotional programs, and vacation or special event packages and adjust rates and fees for those services and packages to promote the park system or increase campground occupancy.

(4) Fees charged under this section shall be reported in accordance with 32 V.S.A. § 605.

(d) The Commissioner or designee shall be the State fire warden and may act as, and in place of, the fire warden of any municipality as provided under subchapter 4 of this chapter.

(e) The provisions of this section shall not be construed to allow the Commissioner to grant oil and gas leases.

(f) Associations of amateur radio operators licensed as such by the U.S. Federal Communications Commission shall not be required to pay a fee or other charge as provided by subsection (c) of this section, as a condition of either a lease or a sublease of State property executed under this title, for access to mountaintop electronic sites designated as such in conformance with policy of the Secretary of Natural Resources, except that each such association shall by January 1 annually pay a \$ 25.00 access fee and submit to the Commissioner at that time a list of the association's current membership.

(g) The Commissioner shall consult with and receive approval from the Commissioner of Buildings and General Services concerning proposed construction or renovation of individual projects involving capital improvements which are expected, either in phases or in total, to cost more than \$200,000.00. The Department of Environmental Conservation shall manage all contracts for engineering services for capital improvements made by the Department of Forests, Parks and Recreation.

(h) All interest accrued from bonds deposited in the Agency Fund and forfeited bonds in the Agency Fund for the Department of Forests, Parks and Recreation's timber management program may be transferred annually by the Commissioner, with the approval of the Commissioner of Finance and Management, to the Natural Resources Management Fund. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1981, No. 240 (Adj. Sess.), § 3, eff. April 28, 1982; 1991, No. 83; 1999, No. 49, § 157;

2001, No. 149 (Adj. Sess.), § 89, eff. June 27, 2002; 2009, No. 146 (Adj. Sess.), § B14; 2011, No. 63, § E.704.1; 2015, No. 23, § 99.)

§ 2641. Town forest fire wardens; appointment and removal

(a) Upon approval by the selectboard and acceptance by the appointee, the Commissioner shall appoint a town forest fire warden for a term of five years or until a successor is appointed. A town forest fire warden may be reappointed for successive five-year terms by the Commissioner or until a successor is approved by the selectboard and appointed by the Commissioner. The warden may be removed for cause at any time by the Commissioner with the approval of the selectboard. A warden shall comply with training requirements established by the Commissioner.

(b) The Commissioner may appoint a forest fire warden for an unorganized town or gore, who shall serve for a term of five years or until a successor is appointed. An appointed forest fire warden for an unorganized town or gore may be reappointed for successive five-year terms by the Commissioner until the Commissioner appoints and the unorganized town or gore approves a successor. The warden may be removed for cause at any time by the Commissioner with the approval of the unorganized town or gore. The forest fire warden of an unorganized town or gore shall have the same powers and duties as town forest fire wardens and shall be subject to the requirements of this subchapter.

(c) When there are woodlands within the limits of a city, the chief of the fire department of such city shall act as the city forest fire warden with all the powers and duties of town forest fire wardens.

(d) When the Commissioner deems it difficult in any municipality for one warden to take charge of protecting the entire municipality from forest fires, he or she may appoint one or more deputy forest fire wardens. Such wardens under the direction of the fire warden shall have the same powers, duties, and pay and make the same reports through the fire warden to the Commissioner as forest fire wardens.

(e) The Commissioner may appoint special forest fire wardens who shall hold office during the pleasure of the Commissioner. Such fire wardens shall have the same powers and duties throughout the State as town forest fire wardens, except that all expenses and charges incurred on account of their official acts shall be paid from the appropriations for the Department. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1987, No. 107, § 1; 2015, No. 171 (Adj. Sess.), § 11.)

§ 2642. Salary and compensation of town forest fire wardens

(a) The salary of a town forest fire warden shall be determined by the selectboard members for time spent in the performance of the duties of his or her office, which shall be paid by the town. In addition thereto, he or she shall receive from the Commissioner \$30.00 annually for fulfilling the requirements of section 2645 of this title and keeping the required State records. He or she shall also receive from the Commissioner \$30.00 per diem for attendance at each training required by the Commissioner. He or she shall also receive annually an amount of \$10.00 for each fire report that is submitted by the forest fire warden under section 2644 of this title.

(b) [Repealed.]

(c) [Repealed.] (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1983, No. 195 (Adj. Sess.), § 5(b); 2015, No. 171 (Adj. Sess.), § 11.)

§ 2643. Town's liability for suppression of forest fires; State aid

(a) A municipality in which a forest fire occurs shall pay the cost to suppress a forest fire that occurs on land that is not owned by the Agency of Natural Resources, including the costs of personnel and equipment. The Commissioner may, according to the Department fire suppression reimbursement policy, reimburse a municipality for all or a portion of the costs of suppressing a forest fire on land that is not owned by the Agency of Natural Resources.

(b) For the purpose of suppressing forest fires on lands owned by the Agency of Natural Resources, the State shall reimburse a town for all its forest fire suppression costs at a rate determined by the Commissioner according to the Department fire suppression reimbursement policy. If the total acreage of a forest fire is determined to be partially on land owned by the Agency of Natural Resources and partially on land owned by another party, the Commissioner shall, at a minimum, reimburse the town at a rate determined by the Commissioner according to the Department fire suppression reimbursement policy for costs incurred by the municipality on land owned by the Agency of Natural Resources.

(c) For any forest fire on lands owned by the Agency of Natural Resources to be considered eligible for reimbursement from the State, a town forest fire warden shall have reported the forest fire to the Commissioner within 14 days of extinguishment of the fire as required under section 2644 of this title. For reimbursement of fire suppression costs for forest fires on land owned by the Agency of Natural Resources, the town forest fire warden and the Commissioner or designee shall approve the costs before submission to the municipality for payment. The town forest fire warden may submit to the State on an annual basis a request for reimbursement of fire suppression costs on lands owned by the Agency of Natural Resources. The State shall reimburse a town for all applicable forest fire suppression costs when the reimbursement request is presented in a form approved by the Commissioner to the Commissioner by December 31 of each year. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 2015, No. 171 (Adj. Sess.), § 11.)

§ 2644. Duties and powers of fire warden

(a) When a forest fire or fire threatening a forest is discovered in his or her town, the town forest fire warden shall enter upon any premises and take measures for its prompt control, suppression, and extinguishment. The town forest fire warden may call upon any person for assistance. The town forest fire warden may choose to share or delegate command authority to a chief engineer of a responding fire department or, in the chief's absence, the highest-ranking assistant firefighter present during the fire.

(b) A town forest fire warden shall keep a record of his or her acts, the number of fires and causes, the areas burned over, and the character and amount of damages done in the warden's jurisdiction. Within two weeks after the extinguishment of a fire, the town forest fire warden shall report the fire to the Commissioner, but the making of a report under this subsection shall not be a charge against the town.

(c) [Repealed.] (Added 1977, No. 253 (Adj. Sess.), § 1; amended 2015, No. 171 (Adj. Sess.), § 11.)

§ 2645. Open burning; permits

(a) Except as otherwise provided in this section, a person shall not kindle or authorize another person to kindle a fire in the open air for the purpose of burning natural wood, brush, weeds, or grass without first obtaining permission from the town forest fire warden or deputy forest fire warden, stating when and where such fire may be kindled. Wood, brush, weeds, or grass may not be burned if they have been altered in any way by surface applications or injection of paints, stains, preservatives, oils, glues, or pesticides. Whenever such permission is granted, the fire warden, within 12 hours, shall issue a written "Permit to Kindle" for record purposes stating when and where such fire may be kindled.

(b) [Repealed.]

(c) The provisions of this section will not apply to:

(1) the kindling of a fire in a location where there is snow surrounding the open burning site;

(2) fires built in stone arches, outdoor fireplaces, or existing fire rings at State recreational areas or fires built in stone arches, outdoor fireplaces, or fire rings on private property that are not located within woodland, timberland, or a field containing dry grass or other flammable plant material contiguous to woodland;

(3) the kindling of a fire in a location that is 200 feet or more from: any woodland, timberland, or field containing dry grass or other flammable plant material contiguous to woodland; or

(4) areas within cities maintaining a fire department.

(d)(1) As used in this section, "natural wood" means:

(A) trees, including logs, boles, trunks, branches, limbs, and stumps;

(B) lumber, including timber, logs, or wood slabs, especially when dressed for use; and

(C) pallets that are used for the shipment of various materials, so long as such pallets are not

chemically treated with any preservative, paint, or oil.

(2) "Natural wood" shall not mean other wood products such as sawdust, plywood, particle board, or press board.

(e) Nothing in this section shall be construed to limit the authority of the air pollution control officer to prohibit open burning in accordance with the rules adopted under chapter 23 of this title. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 2015, No. 171 (Adj. Sess.), § 11.)

§ 2646. Proclamation by governor prohibiting kindling of fires: Closing of woodlands

(a) Whenever it appears to the governor that there is excessive danger of forest fires, he or she may prohibit by proclamation the kindling of a fire in or adjoining forest land or close any or all sections of woodland, or brushland, in any town for such time as the governor may designate, to all persons except the owner and his or her household, his or her tenants, servants or agents and persons in the public employment engaged in abating such fire-hazardous condition.

(b) Proclamations shall be published in such newspapers of the state and posted in such places and in such manner as the governor may order in writing. A copy of such publication and order, attested by the secretary of civil and military affairs, shall be filed with the secretary of state and a like copy shall be furnished to the commissioner who shall attend to the publication and posting thereof. The expenses of such publication and posting shall be paid by the department. Notice of removal of restrictions imposed by proclamation shall be in the same manner. (Added 1977, No. 253 (Adj. Sess.), § 1.)

§ 2647. Fires in woods of another; permission

No one shall build a fire in the woodlands of another without the permission of the owner, lessee, holder of right-of-way or his or her authorized agent between April 1 and November 1. A person who builds a fire in or adjoining any woods shall totally extinguish such fire before leaving it. (Added 1977, No. 253 (Adj. Sess.), § 1.)

§ 2648. Slash removal

(a) A person may cut or cause to be cut forest growth only if all slash adjoining the right-of-way of any public highway, or the boundary lines of woodlots owned by adjoining property owners, is treated as follows:

(1) All slash shall be removed for a distance of 50 feet from the right-of-way of any public highway or from the boundary lines of woodlots owned by adjoining property owners.

(2) All slash shall be removed for a distance of 100 feet from standing buildings on adjoining property.

(b) [Repealed.]

(c) If in the opinion of the town forest fire warden there is no fire hazard as a result of a cutting, the warden may issue, upon request, a statement relieving the operator of the conditions required in this section. (Added 1977, No. 253 (Adj. Sess.), § 1; amended 1987, No. 107, § 2; 2015, No. 171 (Adj. Sess.), § 11.)

Subchapter 7: Uniform Fire Prevention Ticket

§ 2671. Jurisdiction

The criminal division of the superior court shall have exclusive jurisdiction over uniform fire prevention tickets issued under this subchapter. (Added 1987, No. 107, § 3; amended 2009, No. 154 (Adj. Sess.), § 238.)

§ 2672. Complaint or information and summons

(a) In any case involving a violation of subsection 2645(a) or 2648(a) of this title, the complaint or information and summons shall be in the form known as the Uniform Fire Prevention Ticket. The court administrator shall prepare the form for the uniform fire prevention ticket. The court administrator shall be responsible for all uniform fire prevention tickets issued to fire wardens, and shall prepare or cause to be prepared records and reports relating to uniform fire prevention tickets. Any fire warden may void any uniform fire prevention ticket by so marking the ticket and returning it to the court administrator. A prosecuting attorney may issue, amend or dismiss a fire prevention complaint.

(b) The uniform fire prevention ticket shall consist of four parts:

- (1) the complaint or information, which shall include spaces for the signatures of the fire warden or other issuing officer, prosecuting attorney and judge or clerk;
- (2) the fire warden's or issuing officer's record, which shall be a copy of the complaint or information;
- (3) the prosecutor's record, which shall be a copy of the complaint or information; and
- (4) the summons, which shall include a copy of the complaint or information, a waiver, and an explanation of rights.

(c) The reverse sides of the sheets shall be as set out in the form, with additions or deletions as are necessary to adapt the uniform fire prevention complaint to the court involved.

(d) The ticket shall contain the following two paragraphs which shall be prominently printed in boldfaced type:

- (1) Failure to comply with the instructions on this ticket will result in a fine of up to \$25.00 for each day of noncompliance.
- (2) If you admit you have committed a fire prevention offense or are judged to have committed the offense you may be subject to a fine of up to \$25.00 for each day of noncompliance.

(e) The uniform fire prevention ticket form shall be used in all cases involving violations of subsection 2645(a) or 2648(a) of this title, whether the case is prosecuted or the complaint issued by a fire warden or by any other person, or upon information or complaint issued by the state's attorney or other prosecuting officer. (Added 1987, No. 107, § 3.)

§ 2673. Procedure on failure to appear; notice; rules

If a defendant fails to appear or answer a fire prevention ticket or summons served upon the defendant and upon which a complaint has been filed, the court shall mail a notice to the defendant at the address stated in the complaint notifying the defendant that failure to appear will result in a fine. The notice shall be in the form prescribed by the court administrator, and a copy of the notice shall be sent to the town fire warden together with a copy of the complaint. (Added 1987, No. 107, § 3.)

§ 2674. Answer to uniform fire prevention ticket

(a) A person who is charged with committing a fire prevention offense may waive appearance and trial and plead guilty or nolo contendere or not guilty by a signed statement. The person shall submit a fine in an amount as established by the court with the signed statement. The court shall accept the signed statement accompanied by the fine assessed as a plea of guilty or nolo contendere as indicated on the signed statement and shall proceed accordingly.

(b) Fines shall be paid to, receipted by and accounted for by the clerk as required by court rules. Any fire warden or issuing officer who issues a complaint shall advise the defendant of the fines.

(c) If a defendant fails to answer or appear as directed on the fire prevention ticket or by the criminal division of the superior court judge, or fails to pay the fine imposed after judgment, the court may issue an appropriate order. (Added 1987, No. 107, § 3; amended 2009, No. 154 (Adj. Sess.), § 238.)

§ 2675. Penalties

A person who commits a violation under subsection 2645(a) or 2648(a) of this title shall be subject to a fine of not more than \$75.00 per violation. In the case of a violation which continues after the issuance of a fire prevention complaint, each day's continuance may be deemed a separate violation. (Added 1987, No. 107, § 3; amended 2011, No. 155 (Adj. Sess.), § 1.)

§ 2676. Supreme court rules

The supreme court is empowered to prescribe and amend rules governing this subchapter in accordance with 12 V.S.A. § 1. (Added 1987, No. 107, § 3.)

Vermont Fire Prevention Ticket

Key Points Regarding the Fire Prevention Ticket:

In 1987 the Vermont Legislature created the ***Vermont Fire Prevention Ticket*** under V.S.A. Title 10 § 2676. This provision in the forest fire laws allows Town Forest Fire Wardens to issue a Fire Prevention Ticket for any violations of the “permission to burn” or “slash control” clauses.

The Uniform Fire Prevention Ticket User Guide has been developed on how to use the tickets. Review this guide often, especially before spring fire season or before issuing a Vermont Fire Prevention Ticket.

Important **key points** to remember about the Vermont Fire Prevention Ticket are:

1. You as Warden or Deputy Warden are the only person(s) that are authorized to use these tickets. No one else will or may issue a ticket for you.
2. You as Warden or Deputy Warden are responsible for the proper care of these ticket books while they are in your possession.
3. If you issue a ticket, your enforcement action will result in the violator entering a plea that could involve court action with possible prosecution and a fine. If a violator challenges your ticket, you will have to appear in court to testify.
4. Fire Prevention Tickets are handled by the States Attorney for the county in which the ticket was issued and the District Courts of the Criminal Division of Vermont.
5. You may only enforce the “permission to burn” and “slash control” provisions of the forest fire laws.
6. Any Warden or Deputy Warden may issue a WARNING in lieu of a ticket on any violation.
7. Be sure to complete the ticket log card as you issue tickets and remember to send in the card when your tickets are all used up. The cards are pre-addressed and only require a stamp. A new book will be issued to you when the card is received. You may only possess one ticket book at a time.
8. There are two styles of envelopes that accompany the ticket books. One style is for you to send copies to the District Forests, Parks & Recreation office and the other is a court envelope for the violator. DO NOT confuse the two envelopes or serious delays may occur.
9. If you have any questions or problems concerning the use of a Fire Prevention Ticket, call your District Fire Supervisor immediately.

Burn Permits

Key Points Regarding Burn Permits:

Town forest fire wardens are responsible for the issuance of burning permits in their town. The warden may delegate some of this responsibility to Key Persons as long as steps are taken to assure proper review of requests to burn.

Permission to burn is granted only when the town fire warden issues a “Permit to Kindle Fire”. When a statewide ban on issuing permits is in effect, no permits may be issued. It is recommended to restrict or prohibit burning during times of high forest fire danger. See [forest fire danger rating section \(Page 23\)](#).

Permission to burn from a town fire warden may be in written or verbal form. It is recommended that fire wardens opt to give permission by written permit as this will avoid misunderstandings on the instructions to the permittee, but remember verbal permission is better than burning without any permission. If verbal permission is used, a written permit must be completed for record keeping purposes within 12 hours after the verbal permission was given. If enforcement action involving a person having received permission to burn from you, as fire warden, then a written copy of a permit will better support and justify your actions.

It is recommended that if you are not familiar with the person requesting a burn permit or the location where the burn will occur, you should visit the person at the burn site. If a large amount of burning in one location is being requested, you should also visit the site before issuing the permit. You can then set specific conditions to avoid escape risk or related problems.

Issue permits for specific days and places to avoid problems. Do not exceed two or three days for a standing permit. You as warden may set specific written conditions of the permission to burn. If written on the permit, they become part of the permit and are enforceable. If an individual violates the conditions of burn permits, especially if the violations are habitual, you may choose to refuse issuing any future permits to him/her. If you feel the violation is serious enough, you may issue a fire prevention ticket.

It is important you maintain copies of all the permits, including those you issued verbally and then recorded in your permit book. Your District Fire Supervisor will need to know the number of burning permits issued in your town for that current year, including permits issued by Key Persons.

Be sure to complete all the information required on the burning permit and review the conditions printed on the backside with the permittee. Write the telephone number of your town’s fire dispatch center or “911” where indicated on the permit and be sure to have the permittee sign it as well as yourself. Advise the permittee to keep the written permit in their possession while burning. Advise the permittee that all the conditions of the “Permit to Kindle Fire” must be followed and failure to do so will render the burn permit invalid and their fire will be an unpermitted burn.

Whether a warning or a fire prevention ticket is issued on a permit violation, you have the authority to have the fire extinguished. If the violator cannot or will not extinguish the fire, you may summon the fire department to do this. If you wish to recover suppression costs from the violator, the town must pursue this through civil action.

A “Permit to Kindle Fire” from a town forest fire warden does not substitute for an air quality open air burning permit. When any air quality permit is issued, a permit from the town fire warden will be a condition of that permission. Review the air pollution section of this handbook for more details.

If you have any questions about how and when to issue burning permits or need additional permit books, contact your District Fire Supervisor.

Brush Fires

A permit from the Town Forest Fire Warden is required for burning wood, brush, weeds, or grass, if within 200 feet of woodland or fields containing dry grass or other inflammable plant material adjoining woodland, except when there is snow on the site.

A warden may refuse to issue a permit if in their judgment the weather or the site conditions create a dangerous situation.

Campfires

A person is not required to have a permit for a campfire (any fire for cooking or warming) on their own land. During a statewide burn ban issued by FPR, these fires are allowed since they do not require a burn permit.

Provisions Applying to ALL Fires at ALL Times

Fires kindled for the purpose of burning brush or for other lawful purposes shall be kindled only at such times and under such conditions as will enable the parties starting them to keep them entirely under control and not create a public nuisance or hazard. **Fires must be attended at all times.**

A person who builds a fire in or adjoining any woods shall totally extinguish such fire before leaving it.

See the section on Forest Fire Laws for additional information on permission to kindle fires.

The Burn Permit

The burning permit automatically makes a press-through copy as you fill it out. A stub does not need to be completed and only one set of signatures is necessary. Retain all permit copies for your copies.

The front of the permit has a place for you as Warden to write in special instructions for the permittee. Once they are written, they become part of the permit conditions. In addition to this list, there is a place for you to write in the fire department telephone number as well as your own.

Remember: Insert page divider when writing a permit.

Example of a Burn Permit

FRONT

STATE OF VERMONT Department of Forests, Parks and Recreation PERMIT TO KINDLE FIRE	
Permit No.	Date Issued 20
Permission is hereby granted to to kindle a fire in accordance with Vermont State Forest Fire Laws (10 V.S.A. Chapter 83, Section 2645)	
at	in the town of on date(s) 20
Special Written Conditions (if required by Warden)	
I, the undersigned permittee, understand the law and my responsibility under this permit.	
Permittee's Signature	Warden's Signature
READ CONDITIONS ON REVERSE SIDE OF THIS PERMIT BEFORE BURNING	

BACK

This Permit is granted under the following conditions:	
<ol style="list-style-type: none">1. This permit is valid for place and time stated.2. This permit in no way relieves the person to whom it is granted from any liability related to the fire or any damages it might cause.3. The person setting the fire must at all times have sufficient help and tools present to control the fire.4. Only natural wood material may be burned under this permit. Other materials burned require an Air Pollution permit as well as this permit.5. The fire must not be left until it is entirely extinguished.	<ol style="list-style-type: none">6. Restricted materials cannot be used to ignite natural wood materials.7. Any special conditions written on this permit are to be considered as part of "conditions to burn".8. If any permit condition is not followed, then the permit is immediately invalid and you will be burning illegally.9. Violation of the conditions of this permit may result in the permittee receiving a "Vermont Fire Prevention Ticket" which will result in court action and a fine for each day of violation.10. If you do not understand the law or have further questions, contact your local forest fire warden before you burn. This permit may be cancelled for cause at any time.
IMPORTANT	
If your fire escapes!	
Call: _____	Warden's Telephone Number _____

Camping and Campfires

As a Town Forest Fire Warden or Deputy Fire Warden, your responsibility for issuing “Permits to Kindle Fire” is limited to fires whose intent is debris removal by burning. The debris to be burned must comply with the definition of Natural Wood found in § 2645 (d) (1). Campfires used for cooking or warming do not require a burn permit. Your judgement and common sense will be the best means to determine whether an open burn should have a “Permit to Kindle Fire.”

On State Owned Land

The Agency of Natural Resources has the following policy with respect to camping and campfires:

Camping is allowed at developed areas (excluded are areas such as beaches, boat launch sites, picnic areas, and roadside turnouts). In developed areas fires shall be built only in fireplaces or charcoal grills provided on the site.

On Green Mountain National Forest Land

Camping is permitted on Green Mountain National Forest land. Campers are encouraged to use designated sites where proper facilities have been provided. Campfires should be built in facilities when provided. In locations where fire facilities do not exist, fires must be built in a safe location where they will not escape. A person starting a campfire is responsible for preventing its escape. It is a **violation of federal regulations** to leave a campfire without completely extinguishing it.

On All Private Land

The actual enforcement of these laws is a matter for the State Police or local law enforcement officers.

It is our understanding that a person must receive a warning before any action can be taken under general trespass laws. The posting of rules and regulations is considered warning.

Prescribed Fire

Fires can be used very effectively as a tool to manage wildlife habitat, forest stands, maintain open areas, and reduce fuel hazard conditions. Fire used as a tool under controlled conditions is called prescribed fire.

Prescribed fire can only be used effectively and safely by trained professionals. There are many factors that must be considered, analyzed, and evaluated before a burn can be successfully executed. Most prescribed burns are conducted by federal or state forestry personnel or trained private consultants. A burning permit must be obtained prior to any prescribed fires being done in your town.

In most cases a written prescribed fire burn plan will be reviewed with you prior to obtaining a burning permit. The U.S. Forest Service is the exception; they do not need a permit but should let you know of their intent. This would be a good opportunity to discuss how the burn is to be conducted, how the fire will be controlled and extinguished, and who will be in charge. If you have any questions about prescribed fire, contact your District Fire Supervisor.

Air Pollution Control Regulations

AGENCY OF NATURAL RESOURCES MONTPELIER, VERMONT

ENVIRONMENTAL PROTECTION REGULATIONS CHAPTER 5 AIR POLLUTION CONTROL

Subchapter I. Definitions

- 5-101(41)** **Forest Land Area** means at least 25 acres of land that is at least 10% stocked with trees of any size.
- 5-101(48)** **Garbage:** waste resulting from distribution, preparation and serving of food.
- 5-101(76)** **Natural Wood:** for the purposes of these regulations, *natural wood* means trees, including logs, boles, trunks, branches, limbs, and stumps, lumber including timber, logs or slabs, especially when dressed for use. This definition shall also include pallets which are used for the shipment of various materials so long as such pallets are not chemically treated with any preservative, paint, or oil. This definition shall not extend to other wood products such as sawdust, plywood, particle board and press board.
- 5-101(80)** **Open Burning:** the burning of any type of combustible material in the open where the products of combustion are emitted directly into the *ambient air* space without passing through a *stack*, chimney, or other enclosure. Burning shall include ignition, permitting or causing ignition and suffering, allowing or maintaining burning.

Subchapter II. Prohibitions

5-201 OPEN BURNING PROHIBITED

1. No *person* shall engage in any *open burning* except in conformity with the provisions of Section 5201, 5-202, and 5-203.
2. No *person* shall cause, suffer, allow or permit the *open burning* of *garbage*, tires, rubber, plastic, *waste oil*, asphalt materials, materials containing asbestos, or pressure treated wood, except as may be allowed under subsections (3) and (7) of Section 5-202.

5-202 PERMISSIBLE OPEN BURNING

When not prohibited by local ordinances or officials having jurisdiction such as local, state or federal fire wardens or other fire prevention officials, the following types of burning are permissible, provided no public or private nuisance is created.

Source: VT ANR DEC Air Pollution Control

https://dec.vermont.gov/sites/dec/files/aqc/laws-regs/documents/AQCD_Regulations_2016_Dec.pdf

Air Pollution Control Regulations (Continued)

1. *Natural wood* fires in conjunction with holiday and festive celebrations.
2. Campfires, outdoor grills, and fireplaces for recreation or preparing of food.
3. Burning of solid or liquid *fuels* or structures for the purpose of bona fide instruction and training of municipal, volunteer, and industrial firefighters in the methods of fighting fires when conducted under the direct control and supervision of qualified instructors. Said firefighters shall be residents of the State of Vermont or affiliated with the mutual aid systems within the State of Vermont. Notification by the fire training officer or the fire chief of the training exercise shall be made to the *Air Pollution Control Officer* on prescribed forms at least 14 days prior to the exercise.
4. Burning in *forest land areas* of brush, tree cuttings and slash when the cuttings accrue from logging or site clearing operations.
5. Burning for the purpose of weed abatement; disease, forest fire and pest prevention or control; and for the purpose of agricultural, forestry or wildlife habitat management.
6. On-premise burning of leaves, brush, deadwood, or tree cuttings accrued from normal property maintenance by the owner, his or her agent, or lessee thereof.
7. *Open burning*, as follows, if prior approval in writing is obtained from the *Air Pollution Control Officer*. Approvals granted under this subsection shall be subject to such reasonable conditions as are necessary to avoid a nuisance or to protect the health, safety or comfort of the public. The requirement for approval in writing may be waived by the *Air Pollution Control Officer* and oral approval may be granted instead when, in his or her judgment, the impacts of the burning will be insignificant.
 - a. Burning in remote areas, of highly explosive or other dangerous, or unusual materials for which there is no other feasible method of disposal.
 - b. Burning in remote areas of *natural wood* resulting from the construction or demolition of buildings and other structures originating from within the State.
 - c. Fires to thwart a hazard which cannot properly be managed by any other means or that are necessary for the protection of public health.
 - d. Burning of other combustible materials for which there is no other feasible method of disposal.
8. Burning of *natural wood* in an area designated by the selectmen or city council, with the permission of the selectmen or city council of that municipality and the fire warden in that jurisdiction, and in conformance with the procedures outlined in Section 5-203 of these regulations.

5-203 Procedures for Local Authorities to Burn Wood

The legislative branch of a municipality (selectmen or city council) may authorize the burning of *natural wood* and chemically untreated wood at a place within the municipality. The burning of such wood shall be conducted under the direction of and at such times as the fire warden for that municipality determines. If the selectmen or city council intends to exercise this option to burn *natural wood*, the selectmen or city council shall notify the *Secretary* of the location of the site to be utilized for the public disposal of *natural wood* by *open burning*. Prior to burning of any material at this site, the *Secretary* shall certify in writing that this site is the one place within the municipality that will be used for the *open burning of natural wood*.

Checklists for Town Forest Fire Wardens

Based on Sections 5-201, 202 and 203 of the Vermont Air Pollution Control Regulations page 52-53

A. BURNING PROHIBITED

Except for emergencies or health reasons an air pollution permit will never be issued for the open burning of:

- tires/inner tubes
- pressure treated wood
- plywood
- waste oil or solvents
- garbage
- asphalt shingles or tar paper
- asbestos
- plastic or rubber coated wire
- toxic materials (for example, urethane foam)
- old cars or car parts
- plastic, rubber or other synthetic materials

You should not issue a permit for burning these materials, including using them to ignite a fire.

B. AIR POLLUTION PERMIT REQUIRED

An air pollution permit is required if the material to be burned includes any of the following:

- material to be burned at a dump or landfill (stumps or brush, for example)
- construction or demolition debris (the shell of an old barn, for example)
- waste from an industry
 - includes bark, sawdust, pallets, explosive or dangerous materials

If you issue a permit to kindle fire in these cases, please advise the burner to contact air pollution control for a permit before burning. A note to contact air pollution control before burning written on your permit to kindle a fire would be appropriate.

For More Information: If you have questions or problems with burn permits, contact the Air

Quality and Climate Division at: **802-828-1288**

Or visit their website at <https://dec.vermont.gov/air-quality>

C. NO AIR POLLUTION PERMIT REQUIRED

Other kinds of open burning may be done without an air pollution permit. The burner must still be careful not to cause a nuisance to neighbors and to obey local ordinances. These include:

- Fire training drills (see below).
- Burning on-site for weed abatement; disease, forest fire and pest prevention; and agricultural, forest or wildlife habitat management.
- Normal property clean-up: leaves, brush, deadwood or tree cuttings from normal property clean-up may be burned on site.
- Brush, cuttings and slash from logging or site clearing operations may be burned in forest land areas.
- Campfires, outdoor grills or outdoor fireplaces.
- Natural wood fires on festive occasions (for example, a homecoming bonfire).

D. FIRE TRAINING EXCEPTION

Fire training drills do not need an air pollution permit, provided:

- The drill is for purposes of training municipal, volunteer or industrial firefighters.
- The drill is under direct supervision of a qualified instructor (A qualified instructor is an instructor from the Vermont State Firefighters Association or qualified member of the local department, such as the fire training officer).
- The firefighters are Vermont residents or part of Vermont mutual aid system.
- Fourteen days prior written notice is given to the Air Pollution Control office (forms are provided - see attached example).
- No nuisance is caused for neighbors.

E. NATURAL WOOD BURNING EXCEPTION

Burning of natural, untreated wood may be done by a town **without** an air pollution permit for each burn, provided:

1. Burning is done at one place in a municipality approved by the Air Pollution Control Office. These sites are approved in accordance with Act 244. Refer to the list of towns with approve sites on [page 53](#).
2. Burning is approved by the Selectmen (or City Council) and fire warden.
3. Site is open to the public.
4. Only **natural, untreated wood** is burned. Natural wood does **not** include plywood, particle/chip board, sawdust, pressure treated lumber etc.

Per State law ([10 VSA 565](#)), this natural wood burning must be done **under the direction of the local fire warden**, regardless of whether a permit to kindle fire is needed.

Additional Information Concerning Air Pollution Control Regulations

HANDLING NUISANCES CAUSED BY OPEN BURNING

A nuisance complaint can be dealt with by the person complaining or by you, the fire warden, in the following ways:

1. By informing the burner about the complaint directly and reasoning with them to get them to voluntarily quit burning or causing a nuisance.
2. By referring the complaint to the local health officer and/or the town selectmen who have the legal authority to stop nuisances.
3. By calling the air pollution office and reporting the complaint. We can consider a burn a nuisance only if a person from the air pollution office visits the site during the burning and confirms that the smoke and/or odors are actually causing a nuisance. This can be difficult, especially when the site is far from Montpelier. Any help you can give to resolve problems locally will be greatly appreciated.

DEALING WITH OPEN BURNING VIOLATIONS OF THE AIR POLLUTION CONTROL REGULATIONS

All fire wardens see and deal with violations of the air pollution control regulations. The majority of these violations probably result from the violator's lack of knowledge about the regulations. In general, merely informing the person of the violation is enough and they will agree to stop. In a situation where a person refuses to comply or if they have committed a serious violation such as burning a large number of tires, large amounts of garbage or coated wire, etc., please call and report the incident to your local Environmental Enforcement Officer for follow up or investigation. A map of Environmental Enforcement Officers, their phone numbers and coverage areas is on [page 54 of this document](#). Any businesses open burning wastes should also be reported. These may range from retailers burning cardboard wastes to trash haulers collecting and burning household rubbish.

If Air Pollution Control or DEC Enforcement Division receive a report that someone has open burned illegal materials, they may deal with the situation in a variety of ways, depending upon the types and amounts of materials involved. They may take any of the following actions:

1. Call the local fire warden to ask for more details if available or to ask for assistance in investigating the alleged violation.
2. Visit the site to verify and document the violation.
3. Refer the complaint to the local solid waste management district if appropriate.

If they personally verify that a violation occurred, they may:

1. Send a warning letter (generally for first offenses).

2. Issue a Notice of Alleged Violation.
3. Issue an Agency enforcement order for serious violations or for repeated violations. Order may involve the payment of penalties.
4. Refer the situation to the State's Attorney or the Attorney General for prosecution.

Copies of any warning letters, notices of violations or orders are generally sent to the local fire warden.

OBTAINING AN AIR POLLUTION PERMIT

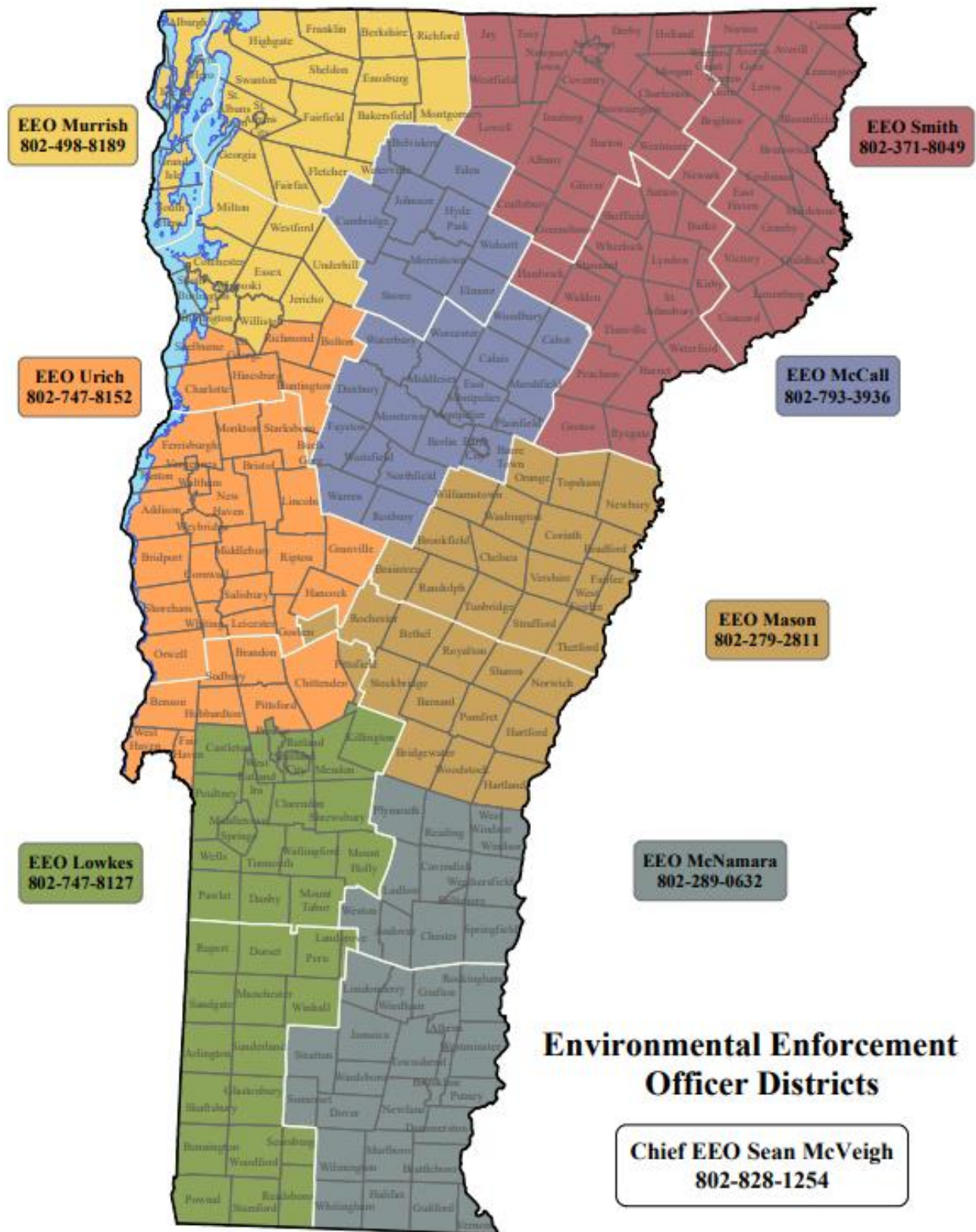
If you feel that a person needs an air pollution permit as described in the "check list", have the person call the air pollution office. They may then call you to verify the details described by the person wanting to burn and then issue a permit within a few days based on the information they receive. If the situation appears questionable (e.g., fire warden says the pile of material to be burned contains mattresses which the person won't remove), they may conduct a site visit. Any permit or other correspondence sent to the permittee is copied to the local fire warden. A condition in every permit requires the permission of the fire warden before burning so you have the final word as to when the burning may occur, if at all.

Municipalities with Act 244 Certification

Approved Natural Wood Burning Sites

Municipality	Date of Approval	Municipality	Date of Approval
Alburg	12/12/1973	Isle LaMotte	5/25/1982
Barton	10/2/1973	Jamaica	6/7/1990
Belvidere	8/24/1973	Johnson	9/6/1988
Bennington	7/24/1978	Lincoln	1/6/1981
Bethel/Royalton	12/12/1972	Londonderry	8/20/1974
Brandon	6/20/1978	Manchester	6/30/1999
Brattleboro	5/8/1973	Morgan	4/10/1973
Bridgewater	9/6/1978	Mount Holly	10/4/1978
Bridport	2/15/1974	North Hero	7/18/1973
Brighton	10/15/1973	Peacham	1/3/1984
Bristol	7/11/1975	Pittsford	9/19/1984
Castleton	5/2/1973	Poultney	1/7/1974
Cavendish	11/12/1973	Pownal	2/8/1983
Charlotte	6/20/1974	Proctor	4/12/1973
Chelsea	4/24/1973	Rutland Town	7/11/1979
Chittenden	6/25/1981	Salisbury	9/2/1975
Concord	7/19/1979	Shaftsbury	11/7/1974
Danville	9/5/1973	Shrewsbury	1/7/1974
Dover	8/10/1984	South Hero	9/10/1974
Eden	10/1/1982	Stowe	9/9/1974
Essex Town	1/6/1981	Thetford	2/6/1975
Fair Haven	8/30/1983	Vernon	10/19/1973
Fairlee	10/7/1974	Underhill	9/12/1986
Grand Isle	6/16/1980	Weathersfield	9/27/1973
Groton	4/26/1974	Westmore	11/17/1992
Hancock	4/24/1973	Whitingham	10/19/1983
Hinesburg	5/21/1973	Williston	7/22/1980
		Wolcott	4/23/1973

State of Vermont Environmental Enforcement Officer Districts



Date: 4/25/2019

Fireworks and Sparklers

In Vermont, all fireworks (not including sparklers and other novelty smoke devices) are illegal except for permitted, supervised public fireworks displays. Fireworks are dangerous and unpredictable, especially in the hands of amateurs. All too often fireworks result in serious burns, hearing loss and other injuries due to misuse. Public firework displays conducted by trained professionals and supervised by local fire departments are a good alternative to personal fireworks use. These displays are the smartest and safest way to enjoy fireworks.

As a Town Forest Fire Warden, you **do not** have a role in permitting a fireworks display. A permit for display is required by the local chief of police and fire departments of the municipality in which the display is to be held. The use, possession, sale and distribution of fireworks is legal only after the permit is granted. Applications for a permit must be made at least 15 days in advance of the fireworks display.

Sparklers less than 14 inches long with no more than 20 grams of pyrotechnic mixture and novelty sparkling items limited to snakes, party poppers, glow worms, smoke devices, string poppers, snappers, or drop pops with no more than 0.25 grains of explosive mixture, that are in compliance with United States Consumer Product Safety Commission regulations, are legal for sale and use in Vermont. However, even sparklers and smoke devices can be harmful if not used properly always make sure that everyone uses sparklers in a safe and responsible manner.

Laws, Rules, and Requirements

[Vermont Sparklers and Fireworks Law Title 20 chapter 177 § 3061- 3136.](#)

Information and Resources

[Public Fireworks Display Checklist](#)

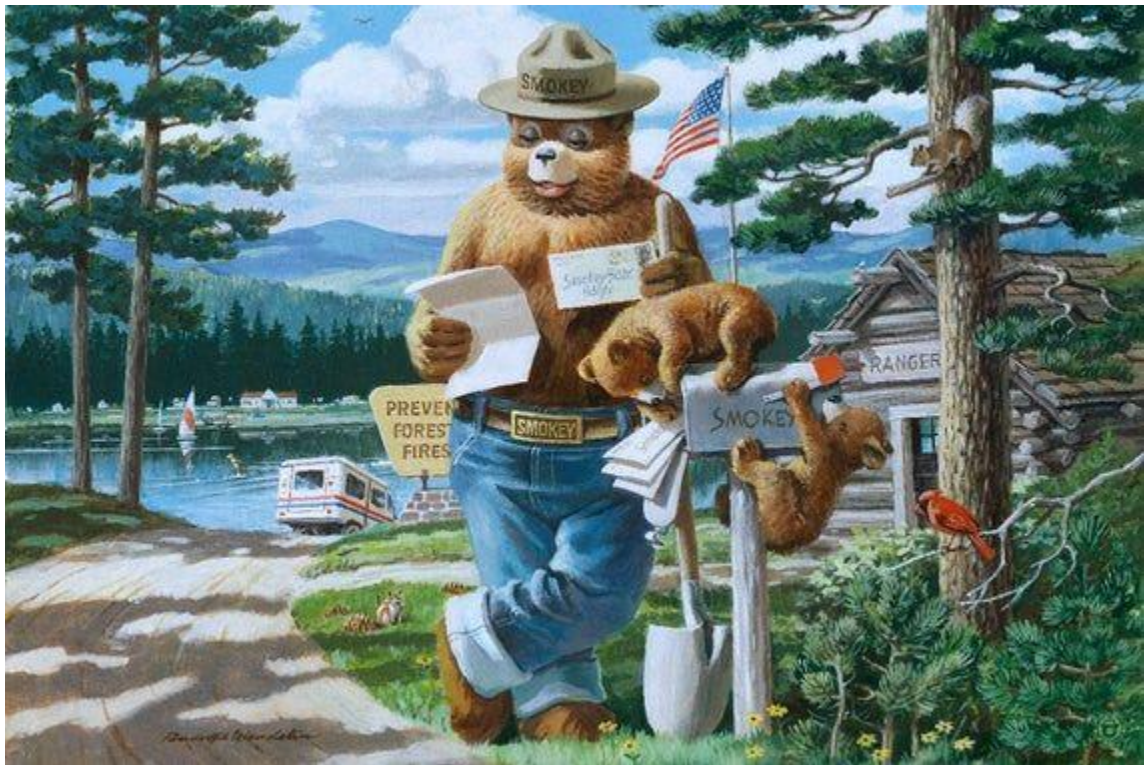
[Sample Municipal Fireworks Display Permit](#)

For additional information:

Contact the Department of Public Safety, Division of Fire Safety, by phone:802-479-7561 or 1-800-640-2106 or online at <http://firesafety.vermont.gov/pubed/media/sparklers>

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APPENDIX



APPENDIX ITEMS

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Town Forest Fire Warden Personnel Record

Forest Resource Protection
DEPARTMENT OF FORESTS, PARKS & RECREATION
1 National Life, Davis 2
Montpelier, VT 05620-3801

(Please print clearly)

Date: _____

1. Full name: _____

2. Mailing Address: _____

3. E-mail Address: _____@_____

4. Telephone Number(s): Home: _____ Business: _____

Cell: _____

5. Are you 18 years of age or older? ☐ Yes ☐ No

6. Can you be reached readily at your home or place of business for calls to fires?
☐ Yes ☐ No

7. Are you able to take personal charge of a fire? ☐ Yes ☐ No

8. Will you be able to arrange for the issuing of burning permits when you are unavailable?
☐ Yes ☐ No

9. Present type of employment: _____

10. Are you eligible to hold town office? ☐ Yes ☐ No

11. Are you an active member of a fire department? ☐ Yes ☐ No

If so, in what capacity? _____

How long? _____

12. Do you hold a valid Vermont driver's license? ☐ Yes ☐ No

13. Are you willing to effectively enforce the Vermont Forest Fire Laws which may require issuing fire prevention tickets? ☐ Yes ☐ No

If no, why? _____

Signed: _____

Vermont Town Forest Fire Warden Appointment Form



Mail to:

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation

Office Street Address

Office Town and Zip

Attn: **Name**, Forest Resource Protection

I hereby accept the appointment to the position of **TOWN FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Town Forest Fire Warden

Printed Full Name of Warden

Home Phone

Mailing Address

Cell Phone

Mailing Town / State / Zip

Work Phone

Physical Address

Which Is Your Primary Phone?

Physical Town / State / Zip

Email Address

Appointment Approved:

Chair - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

Town Forest Fire Warden

Date

District Fire Warden Supervisor - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or Designee

Date

Vermont Deputy Town Forest Fire Warden Appointment Form



Mail to:

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation

Address

Town, VT Zip

I hereby accept the appointment to the position of **TOWN DEPUTY FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Deputy Town Forest Fire Warden

Printed Full Name of Warden

Home Phone

Mailing Address

Cell Phone

Mailing Town / State / Zip

Work Phone

Physical Address

Which Is Your Primary Phone?

Physical Town / State / Zip

Email Address

Appointment Approved:

Chair - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

Forest Fire Warden

Date

District Fire Warden Supervisor - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or Designee

Date

Vermont Town Forest Fire Warden Reappointment Form



Mail to:

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation
Office Street Address
Office Town and Zip
Attn: **Name**, Forest Resource Protection

I hereby accept the reappointment to the position of **TOWN FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Town Forest Fire Warden

Printed Full Name of Warden

Home Phone

Mailing Address

Cell Phone

Mailing Town / State / Zip

Work Phone

Physical Address

Which Is Your Primary Phone?

Physical Town / State / Zip

Email Address

Reappointment Approved:

Chair - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

Town Forest Fire Warden

Date

District Fire Warden Supervisor - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or Designee

Date

Vermont Deputy Town Forest Fire Warden Reappointment Form



Mail to:

Agency of Natural Resources
VT Dept. of Forests, Parks and Recreation
Office Street Address
Office Town and Zip
Attn: **Name**, Forest Resource Protection

I hereby accept the reappointment to the position of **TOWN DEPUTY FOREST FIRE WARDEN** for the town of **Town**, Vermont in **XXX** County for a term to commence on **Month XX, 20XX**, and terminate on **June 30, 20XX**, or until I resign or am removed for causes. I will discharge the duties of the office in accordance with the Vermont Statutes to the best of my ability.

Yours very truly,

Signed

Town Deputy Town Forest Fire Warden

Printed Full Name of Warden

Home Phone

Mailing Address

Cell Phone

Mailing Town / State / Zip

Work Phone

Physical Address

Which Is Your Primary Phone?

Physical Town / State / Zip

Email Address

Reappointment Approved:

Chair - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Member - Selectboard

Date

District Fire Warden Supervisor - Forest Resource Protection

Date

Commissioner of Dept. of Forests, Parks and Recreation or Designee

Date

Example Reappointment Letter

Department of Forests, Parks & Recreation
(District Address and Phone Number)

Selectboard
Town of _____
Address

Dear Selectboard Members:

The term of office for your Town Forest Fire Warden will expire on June 30, _____. I recommend that your current warden, _____, be reappointed. By law, reappointments are for a period of five years. I have discussed this matter with the warden and should the Board approve this reappointment, he has agreed to continue as warden. He has indicated so by signing the enclosed reappointment form.

The Selectboard can either approve or reject this reappointment. Should you approve, the Chairperson and at least two members of the Board must sign the attached reappointment form and return to me by _____ for final approval and signing.

Should you reject the reappointment, please send me a letter stating your reasons for rejection. Upon receipt of this letter, I will contact your Chairperson to discuss the procedure for appointing a new warden. If you need additional information before acting on this reappointment, please let me know, and I will be happy to discuss the matter with you.

Sincerely,

District Fire Supervisor

Example New Appointment Letter

Department of Forests, Parks & Recreation
(District Address and Phone Number)

Selectboard
Town of _____
Address

Dear Selectboard Members:

The term of office for your Town Forest Fire Warden will expire on June 30, _____. Your current warden, _____, has informed me that he/she is not interested in being reappointed to this position for another five-year term.

Candidates to fill this vacant position must be selected by the Selectboard. Appointment of a new warden will be mutually approved by both the Town and the Department of Forests, Parks & Recreation. Attached is a job description which may help you in selecting eligible candidates. Once the board has selected an appointable candidate(s), please notify me and I will conduct an interview to determine if the applicant meets the State's criteria. If so, I will complete the appointment form and forward to the board for signing.

Should you have questions or need additional information relative to this reappointment, I will be happy to attend your next board meeting to discuss it.

Sincerely,

District Fire Supervisor

Example Recommendation for Not Reappointing a Fire Warden

Department of Forests, Parks & Recreation
(District Address and Phone Number)

Selectboard
Town of _____
Address

Dear Selectboard Members:

The term of office for your Town Forest Fire Warden will expire on June 30, _____. I recommend that your current warden, _____, no be reappointed for another five-year term for the following reasons:

I have spoken with the warden concerning my intention not to recommend his/her reappointment to this position. Because both the Town and the Department of Forests, Parks & Recreation must mutually approve any appointment to the position of Town Forest Fire Warden, the Selectboard must now select another candidate(s) for this position who will serve for a five-year term. Attached is a job description which may help you in selecting eligible candidates. Once the board has selected an acceptable candidate(s), please notify me and I will conduct an interview to determine if the applicant meets the State's criteria. If so, I will complete the appointment form and forward to the board for signing.

Should you like to discuss the position of Town Forest Fire Warden, either concerning your current warden, a possible replacement, or any matter related to this appointment, I will be happy to attend your next board meeting to do so.

Sincerely,

District Fire Supervisor

Fire Warden Resignation Form

Date: _____

I hereby submit my resignation as the Forest Fire Warden or Deputy Warden for the town of
_____ in _____ County,
effective _____.
(date)

Thank you,

Signature of fire warden

Printed full name

Example: Fire Weather Forecast

FIRE WEATHER PLANNING FORECAST FOR MONDAY, APRIL 25, 2016

The predicted fire danger for Vermont is **HIGH**. Another day with very low Rh and gusty winds will keep dead fuels highly combustible. Rain is expected by late afternoon in southern VT to evening and overnight for the rest of the state. **Open burning is not advised.**

FIRE WEATHER PLANNING FORECAST FOR CENTRAL/NORTHERN VERMONT AND
NORTHERN NEW YORK
NATIONAL WEATHER SERVICE BURLINGTON VT
342 AM EDT MON APR 25 2016

...LOW RELATIVE HUMIDITIES AGAIN TODAY...

.DISCUSSION...

WINDS WILL BE RATHER LIGHT AND MAINLY FROM THE NORTH AT 5 TO 10 MPH. RELATIVE HUMIDITIES WILL AGAIN DIP INTO THE TEENS AND LOWER 20S TODAY. A FRONTAL SYSTEM WILL MOVE INTO THE FORECAST AREA LATER THIS EVENING...AND REMAIN OVER THE AREA INTO TUESDAY. CLOUDS WILL MOVE IN TODAY...WITH CHANCES FOR SHOWERS INCREASING OVERNIGHT...AND PERSISTING INTO TUESDAY MORNING. IT WILL BE COLD ENOUGH OVER THE NORTHERN MOUNTAINS FOR SOME WET SNOW DURING THE NIGHTTIME HOURS. HIGHEST CHANCES FOR PRECIPITATION WILL BE OVER THE SOUTHERN HALF OF THE FORECAST AREA WHERE .25 TO .50 INCHES OF RAIN CAN BE EXPECTED. AMOUNTS OF PRECIPITATION WILL BE LIGHTER AS YOU HEAD NORTH TOWARDS THE INTERNATIONAL BORDER. CLEARING TUESDAY NIGHT AND SUNNY DRY WEATHER FOR WEDNESDAY AS HIGH PRESSURE RETURNS.

NYZ028-035-VTZ001-002-005-009-252130-
EASTERN CLINTON-EASTERN ESSEX-GRAND ISLE-WESTERN FRANKLIN-
WESTERN CHITTENDEN-WESTERN ADDISON-
INCLUDING THE CITIES OF...PLATTSBURGH...PORT HENRY...
TICONDEROGA...ALBURGH...SOUTH HERO...ST. ALBANS...BURLINGTON...
MIDDLEBURY...VERGENNES
342 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE	
CLOUD AMOUNT	MCLEAR	MCLDY	MCLDY	
PRECIP CHC (%)	0	50	80	
PRECIP TYPE	NONE	SHOWERS	SHOWERS	
MAX/MIN TEMP	52	32	43	
20FTWND AM(MPH)	N 7 G17		NE 5	
20FTWND PM(MPH)	N 8	LGT/VAR	N 6	
PRECIP AMOUNT	0.00	0.07	0.17	
PRECIP DURATION		4	9	
PRECIP BEGIN		7 PM	CONTINUING	
PRECIP END		CONTINUING	6 PM	
HUMIDITY (%)	21	79	40	
HAINES INDEX	4	4	3	LAL
1	1	1		MIXING HGT
4360	TRANSPORT WND (MPH)	NW		7360
14	NE 7	VENTILATION RATE		
104330	19510			

REMARKS...NONE.

VTZ003-004-006>008-010-016>018-252130-
ORLEANS-ESSEX-LAMOILLE-CALEDONIA-WASHINGTON-ORANGE-
EASTERN FRANKLIN-EASTERN CHITTENDEN-EASTERN ADDISON-
INCLUDING THE CITIES OF...NEWPORT...ISLAND POND...JOHNSON...
STOWE...ST. JOHNSBURY...MONTPELIER...BRADFORD...RANDOLPH...
ENOSBURG FALLS...RICHFORD...UNDERHILL...BRISTOL...RIPTON
342 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD AMOUNT	MCLEAR	MCLDY	MCLDY
PRECIP CHC (%)	0	50	80
PRECIP TYPE	NONE	SHOWERS	SHOWERS
MAX/MIN TEMP	51	26	42
20FTWND AM(MPH)	NW 5 G18		LGT/VAR
20FTWND PM(MPH)	NW 9 G18	LGT/VAR	LGT/VAR
PRECIP AMOUNT	0.00	0.06	0.16
PRECIP DURATION		3	10
PRECIP BEGIN		11 PM	CONTINUING
PRECIP END		CONTINUING	6 PM
HUMIDITY (%)	17	88	34
HAINES INDEX	4	4	3
LAL	1	1	1
MIXING HGT	7570		5140
TRANSPORT WND (MPH)	NW 18		N 5
VENTILATION RATE	158890		30840

REMARKS...NONE.

\$\$

VTZ011-012-019-252130-
WESTERN RUTLAND-WINDSOR-EASTERN RUTLAND-
INCLUDING THE CITIES OF...RUTLAND...SPRINGFIELD...
WHITE RIVER JUNCTION...EAST WALLINGFORD...KILLINGTON
342 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD AMOUNT	PCLDY	MCLDY	CLOUDY
PRECIP CHC (%)	0	80	100
PRECIP TYPE	NONE	SHOWERS	SHOWERS
MAX/MIN TEMP	56	33	39
20FTWND AM(MPH)	LGT/VAR		E 6
20FTWND PM(MPH)	NW 6	LGT/VAR	E 5
PRECIP AMOUNT	0.00	0.16	0.40
PRECIP DURATION		6	11
PRECIP BEGIN		6 PM	CONTINUING
PRECIP END		CONTINUING	CONTINUING
HUMIDITY (%)	23	85	55
HAINES INDEX	4	2	2
1	1		
7540	3910	MIXING HGT	
15	E 6	TRANSPORT WND (MPH)	NW
132840	20800	VENTILATION RATE	

REMARKS...NONE.

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.TUESDAY NIGHT...CLEAR. LOWS IN THE MID 20S. NORTH WINDS AROUND 5 MPH.
.WEDNESDAY...SUNNY. HIGHS IN THE UPPER 40S. NORTH WINDS AROUND 5 MPH.
.WEDNESDAY NIGHT...MOSTLY CLEAR. LOWS IN THE UPPER 20S. WEST WINDS AROUND 5 MPH.
.THURSDAY...SUNNY. HIGHS IN THE LOWER 50S. NORTHWEST WINDS 5 TO 10 MPH.
.THURSDAY NIGHT...PARTLY CLOUDY. LOWS IN THE LOWER 30S. NORTHEAST WINDS AROUND 5 MPH.
.FRIDAY...MOSTLY SUNNY. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.
.FRIDAY NIGHT...PARTLY CLOUDY. LOWS IN THE MID 30S. NORTH WINDS AROUND 5 MPH.
.SATURDAY...MOSTLY SUNNY. HIGHS IN THE UPPER 50S. NORTHWEST WINDS 5 TO 10 MPH.
.SATURDAY NIGHT...PARTLY CLOUDY. LOWS IN THE MID 30S. NORTHWEST WINDS 5 TO 10 MPH.
.SUNDAY...MOSTLY SUNNY. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.

.OUTLOOK 8 TO 14 DAYS...
TEMPERATURES BELOW NORMAL. PRECIPITATION ABOVE NORMAL.

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----- FIRE WEATHER FORECAST FROM NWS ALBANY -----

.DISCUSSION...
UNSETTLED WEATHER IS EXPECTED THIS AFTERNOON INTO TUESDAY...AS WAVES OF LOW PRESSURE MOVE ALONG A COLD FRONT THAT IS FORECAST TO SLOWLY DRIFT SOUTHWARD ACROSS THE REGION.
RELATIVE HUMIDITY VALUES WILL DROP TO 35 TO 55 PERCENT TODAY...RECOVER TO 85 TO 100 PERCENT TONIGHT WITH RAIN OVERSPREADING THE AREA...AND REMAIN ABOVE 80 PERCENT ON TUESDAY WITH WIDESPREAD RAIN. WINDS WILL BE NORTHWEST TO NORTH AT 5 TO 15 MPH TODAY AND TONIGHT AND NORTHEAST AT 5 TO 15 MPH ON TUESDAY.

BENNINGTON-
INCLUDING THE CITIES OF...STAMFORD...BENNINGTON...
WOODFORD STATE PARK...POWNA
452 AM EDT MON APR 25 2016

CLOUD COVER	TODAY MCLDY	TONIGHT CLOUDY	TUE CLOUDY	PRECIP TYPE
RAIN RAIN	SNOW/RAIN			
CHANCE PRECIP (%)	20	80	90	
TEMP (24H TREND)	57 (+5)	34 (+2)	41	

RH % (24H TREND)	36 (+16)	87 (+28)	71	20FTWND-
AM(MPH) W 5		E 10		20FTWND-PM(MPH)
NW 6 NE 5	NE 8			
PRECIP AMOUNT	0.01	0.16	0.48	
PRECIP DURATION	0	6	10	
PRECIP BEGIN	4 PM	CONTINUING	CONTINUING	
PRECIP END	CONTINUING	CONTINUING	CONTINUING	
MIXING HGT(FT-AGL)	5690		2130	
TRANSPORT WND (MPH)	W 10		E 13	
VENT RATE (KT-FT)	50050		18850	
DISPERSION	5		5	
LAL	1	1	1	
HAINES INDEX	3	2	2	

REMARKS...NONE.

WESTERN WINDHAM-
INCLUDING THE CITIES OF...STRATTON...LONDONDERRY
452 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE	
CLOUD COVER	MCLDY	CLOUDY	CLOUDY	
PRECIP TYPE	RAIN	RAIN	SNOW/RAIN	
CHANCE PRECIP (%)	20	80	90	
TEMP (24H TREND)	57 (+4)	34 (+2)	41	
RH % (24H TREND)	34 (+15)	86 (+27)	66	20FTWND-
AM(MPH) W 5		E 9		20FTWND-PM(MPH)
NW 7 NE 5	NE 7			
PRECIP AMOUNT	0.01	0.14	0.46	
PRECIP DURATION	0	6	11	
PRECIP BEGIN	4 PM	CONTINUING	CONTINUING	
PRECIP END	CONTINUING	CONTINUING	CONTINUING	
MIXING HGT(FT-AGL)	6440		2450	
TRANSPORT WND (MPH)	W 13		SE 14	
VENT RATE (KT-FT)	52920		24080	
DISPERSION	5		5	
LAL	1	1	1	
HAINES INDEX	4	2	2	

REMARKS...NONE.

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EASTERN WINDHAM-
INCLUDING THE CITIES OF...BRATTLEBORO...GUILFORD CENTER...
WEST BRATTLEBORO...BELLOWS FALLS
452 AM EDT MON APR 25 2016

	TODAY	TONIGHT	TUE
CLOUD COVER	MCLDY	CLOUDY	CLOUDY
PRECIP TYPE	NONE	RAIN	SHOWERS
CHANCE PRECIP (%)	0	80	80
TEMP (24H TREND)	59 (+2)	36 (+4)	42

RH % (24H TREND)	27 (+10)	84 (+21)	65	20FTWND-
AM (MPH)	W 5	NE 8		20FTWND-PM (MPH)
NW 6	N 5	NE 6		
PRECIP AMOUNT	0.00	0.12	0.43	
PRECIP DURATION		5	10	
PRECIP BEGIN		6 PM	CONTINUING	
PRECIP END		CONTINUING	CONTINUING	
MIXING HGT (FT-AGL)	6760		2510	
TRANSPORT WND (MPH)	W 10		SE 14	
VENT RATE (KT-FT)	52480		24400	
DISPERSION	5		5	
LAL	1	1	1	
HAINES INDEX	4	2	2	

REMARKS...NONE.

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.FORECAST FOR DAYS 3 THROUGH 7...

.WEDNESDAY...PARTLY CLOUDY. A CHANCE OF RAIN SHOWERS. LOWS IN THE LOWER 30S. HIGHS IN

THE LOWER 50S. NORTHWEST WINDS 5 TO 10 MPH.

.THURSDAY...MOSTLY CLEAR. LOWS AROUND 30. HIGHS IN THE MID 50S. NORTH WINDS AROUND 5 MPH.

.FRIDAY...PARTLY CLOUDY. A CHANCE OF RAIN SHOWERS. LOWS IN THE MID 30S. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.

.SATURDAY...PARTLY CLOUDY. LOWS IN THE UPPER 30S. HIGHS IN THE UPPER 50S. NORTHWEST WINDS 5 TO 10 MPH.

.SUNDAY...PARTLY CLOUDY. LOWS IN THE UPPER 30S. HIGHS IN THE UPPER 50S. NORTH WINDS 5 TO 10 MPH.

.OUTLOOK 8 TO 14 DAYS...

TEMPERATURES BELOW NORMAL. PRECIPITATION ABOVE NORMAL.

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Example: Vermont Fire Danger Forecast

This is the daily predicted fire danger for Vermont Saturday, March 21, 2020

Vermont's Fire Danger Forecast by Rating Area		
Rating Area:	FIRE DANGER:	SPECIAL NOTES:
1	MODERATE	Low humidity and gusty NW winds will quickly dry fuels from yesterday's rain.
2	LOW	None
3	HIGH	Despite lower temperatures, sunshine, low humidity, and gusty NW winds will increase fire danger in exposed fuels.
4	LOW	While the majority of this area is still covered in snow any exposed fuels will quickly dry out and increasing fire potential.
5	LOW	None

Today's fire weather forecast from the National Weather Service is available at this link: [Fire Weather Forecast](#).

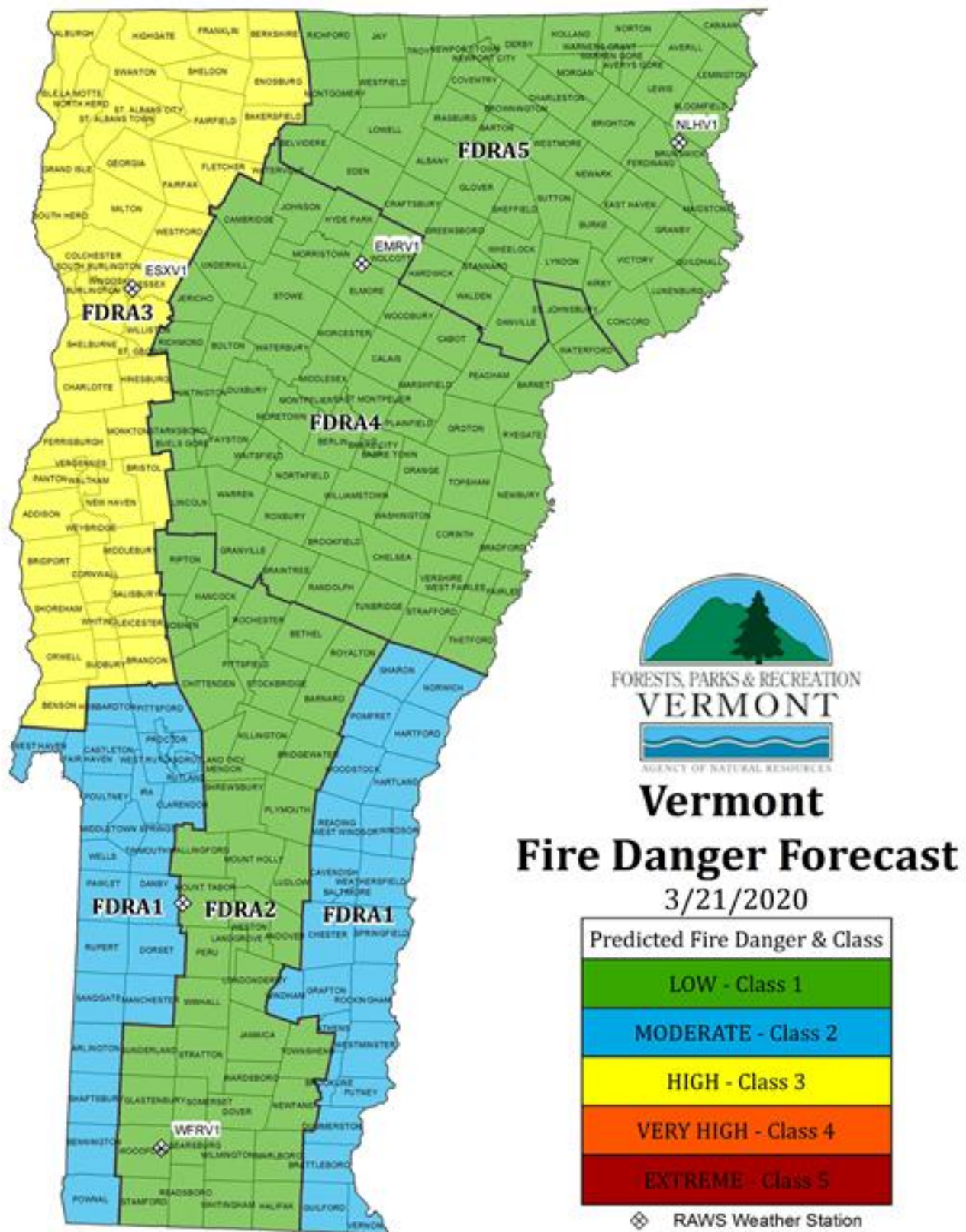
Note: This link includes the forecast for Bennington and Windham counties (scroll down the page to view).

Forecasts are also available from these resources:

[National Weather Service, Burlington VT](#)

[National Weather Service, Albany NY](#)

This is the Vermont Fire Danger Forecast Map for today:



For more information on fire danger and current conditions contact:
[Dan Dillner](#) or [Lars Lund](#) with the Vermont Department of Forests, Parks & Recreation.

Example Fire Danger Report

Vermont Fire Danger Report

Tuesday, April 7, 2020

Observations

Station	WX	Tmp	RH	Dir	WS	TMx	TmMn	RHMx	RHMn	Dur	Amt
Nulhegan	2	52	24	299	8	52	27	89	21	0	0
Essex	2	58	19	259	4	58	32	83	16	0	0
Elmore	2	54	21	305	7	54	31	77	18	0	0
Mt. Tabor	1	62	20	323	4	62	30	87	13	0	0
Woodford	1	52	26	289	6	52	34	80	22	0	0

NFDR Index

Station	WS	WDY	HRB	1H	10hr	100H	1000H	IC	SC	EC	BI	SL	R	KBDI	FDRA
Nulhegan	8	70	30	4.96	7.71	19	27	32.3	10	30.3	41.6	4	H	7	5
Essex	4	70	4.1	4.11	6.7	17	26	30.8	6.5	33	35.5	4	H	7	3
Elmore	7	70	4.5	4.48	7.04	17	28	36.2	10.4	32	43.5	4	H	7	4
Mt. Tabor	4	70	3.8	3.8	6.53	17	26	34.4	6.7	33.7	36.4	4	H	7	1
Woodford	6	70	4.8	4.77	7.46	18	26	32	8.6	31	39.3	4	H	7	2

All RAWs reporting **HIGH** fire danger today. Very low relative humidity values and gusty NW winds have quickly dried fine fuels increasing fire danger this afternoon. Fire danger tomorrow will be Low to Moderate for all areas, as relative humidity increases. Rain is predicted for later in the day reducing fire danger first in southern areas. Widespread rain is predicted for Thursday and Friday. Outdoor burning this afternoon is not advised.

U.S. Drought Monitor - <http://droughtmonitor.unl.edu/CurrentMap/StateDroughtMonitor.aspx?Northeast>



[Six Minutes for Safety: An interagency safety initiative that address high-risk situations that historically get firefighters in trouble.](#)

Report Submitted by: Dan Dillner, VT Dept. of Forests, Parks & Recreation

[Column definitions for Vermont Fire Danger Report](#)

[Vermont Fire Danger Rating Areas](#)

Column Definitions for Vermont Fire Danger Report

Column Definitions for Daily Weather Observations

Vermont Fire Danger Report											
DATE											
Observations											
Sta	WX	Tmp	RH	Dir	WS	TMx	TmMn	RHMx	RHMn	Dur	Amt

Column Heading	Name	Description
Sta	Station	Nulhegan (NUL) – Station ID 430402
		Essex (ESS) – Station ID 430501
		Elmore (ELM) – Station ID 430601
		Danby (DAN) – Station ID 431301
		Woodford (WOOD) – Station ID 431303
Wx	State of the Weather	Description of the weather at the time of observation.
		0 Clear, less than 10% cloud cover
		1 Scattered clouds, 10-50% cloud cover
		2 Broken clouds, 60-90% cloud cover
		3 Overcast, 100% cloud cover
		4 Fog
		5 Drizzle or mist
		6 Rain
		7 Snow or sleet
		8 Showers
		9 Thunderstorms
Tmp	Temperature	Observed dry bulb air temperature in Fahrenheit
RH	Relative Humidity	The ratio of the actual amount of water vapor in the air to the amount necessary to saturate the air at that temperature and pressure.
Dir	Wind Direction	The direction from which the wind is blowing entered as a numeric value representing the compass direction (90 for east, 315 for winds coming out of the northwest). Calm winds have a zero value.
WS	Wind Speed	Wind, in miles per hour, measured at 20 feet above the ground and averaged over at least ten minutes. 0 is calm.
TMx	Maximum Temperature	Observed maximum temperature in the last 24 hours (Fahrenheit)
TmMn	Minimum Temperature	Observed minimum temperature in the last 24 hours (Fahrenheit)
RHMx	Maximum RH	Observed maximum relative humidity in the last 24 hours
RHMx	Minimum RH	Observed minimum relative humidity in the last 24 hours
Dur	Precipitation duration	Actual number of hours of precipitation observed in the last 24 hours, cumulative total of all occurrences.
Amt	Precipitation amount	Amount of precipitation observed in the last 24 hours.

Red Flag Warning Poster

What Firefighters Need to Know About **RED FLAG** Warnings



INDICATE ERRATIC, UNUSUAL FIRE BEHAVIOR:



Faster rates of spread

Higher flame lengths

Greater intensity fires



CONDITIONS DANGEROUS TO FIREFIGHTERS!



Red Flag Warnings are:

- ✓ Issued by the National Weather Service for a specific time period.
- ✓ Warning of a hazardous combination of fuel & weather conditions that adversely affect fire behavior.
- ✓ NOT a burn ban.
- ✓ NOT conditions safe for open burning.
- ✓ Issued when pre-set criteria are met:
 - ✓ Wind speeds greater than 25 MPH
 - ✓ Relative Humidity less than 30%
 - ✓ Extended period with little to no precipitation
 - ✓ Significantly dry fuels

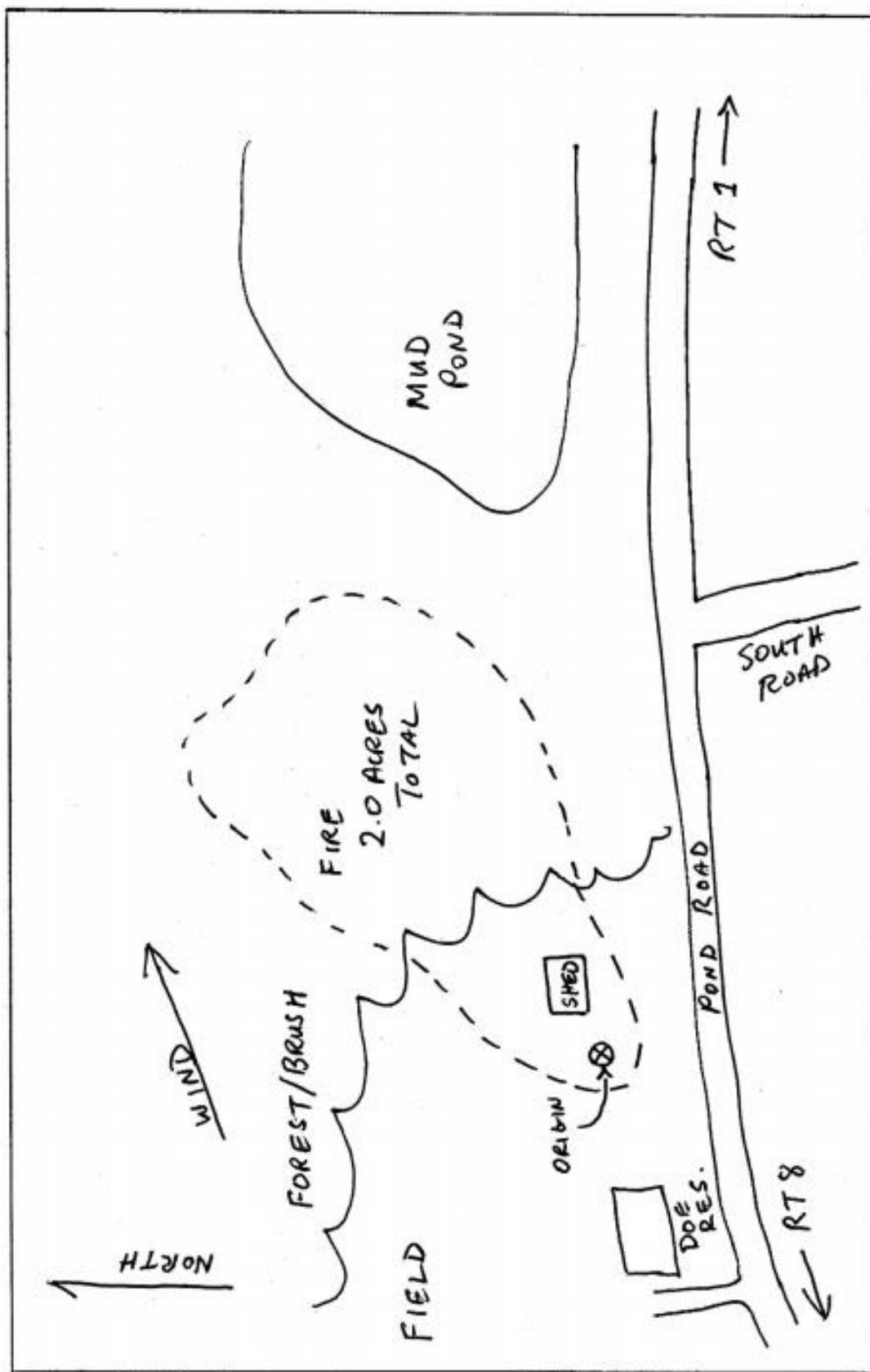
Watches often precede a warning to alert you to the likelihood of Red Flag conditions.

Notification of Red Flag Watches and Warnings can be found at weather.gov (click in Vermont), or online at <http://fpr.vermont.gov/forest/fires/monitoring> in the "What is Red Flag warning" section.

Example of a Forest Fire Report

State of Vermont Department of Forests, Parks and Recreation		
Forest Fire Report		
FPR	Date Received:	
	Date Entered:	
Approved by:		
REQUIRED INFORMATION	Date of Fire: <u>4-10-2017</u>	Town: <u>FORESTVILLE</u>
	Fire Name: <u>POND ROAD FIRE</u>	
	Fire Cause: <u>DEBRIS BURNING</u>	
	Latitude: <u>44.06175</u>	Was a permit issued?
	Longitude: <u>72.51130</u>	Yes <input checked="" type="radio"/> No <input type="radio"/>
	Was the fire a violation?	
	Yes <input checked="" type="radio"/> No <input type="radio"/>	
	NUMBER OF ACRES BURNED	
	Grass <u>0.5</u>	DATE/TIME LOG
	Brush <u>1.5</u>	Time Fire Reported <u>1:30</u> am/pm <input checked="" type="radio"/>
Woodland/Forest _____	Arrival on Scene <u>1:45</u> am/pm <input checked="" type="radio"/>	
Total Acres <u>2.0</u>	Fire Controlled <u>3:45</u> am/pm <input checked="" type="radio"/>	
	Fire Extinguished <u>5:15</u> am/pm <input checked="" type="radio"/>	
	<u>4-10-17</u> Date	
<u>Tom Smith</u> <u>4-15-2017</u> Town Forest Fire Warden Signature Date		
IMPORTANT: Please include a map on the back of this report showing fire location with landmarks, fire origin (if known), wind direction and North arrow		
Wind Direction from:	Wind Speed (mph): <u>20</u>	
<input checked="" type="radio"/> NW <input type="radio"/> N <input type="radio"/> NE <input type="radio"/> E <input type="radio"/> SE <input type="radio"/> S <input type="radio"/> SW <input type="radio"/> W	Temperature (F): <u>60</u>	
INCIDENT INJURIES/DAMAGES		
# Injuries <u>0</u>	# Residences <u>1</u>	
Property Threatened	# Other Structures	
# Fatalities <u>0</u>	Property Damaged	
Property Destroyed	<u>1 shed</u>	
Person(s) Responsible: <u>John Doe</u>		
Approx. Age: <u>52</u>		
Who Reported the Fire: <u>Mary Doe</u>		
FIRE SUPPRESSION RESOURCES ON SCENE	Number of Personnel or Apparatus Identification	
Town Forest Fire Wardens	<u>1</u>	
In-town Firefighters	<u>3</u>	
Mutual Aid Firefighters	<u>4</u>	
Brush Trucks	<u>2</u>	
Engines/ETA's	<u>1</u>	
Tankers	<u>1</u>	
Other: ATV / UTV / Chainsaw /	<u>1 ATV</u>	
Other: ATV / UTV / Chainsaw /		
	Total Hours	
	<u>3.5</u>	
	<u>3.5</u>	
	<u>3.0</u>	
	<u>3.5</u>	
	<u>3.5</u>	
	<u>3.5</u>	
	<u>3.0</u>	

Example of a Forest Fire Report- Back



Example Application for Fire Cost Reimbursement

DEPARTMENT OF FORESTS, PARKS AND RECREATION APPLICATION FOR FIRE COST REIMBURSEMENT

PART A – Town Information *(to be completed by the Town requesting reimbursement)*

Town of: FORESTVILLE Treasurer's Name: CATHY JONES
 Address: 123 MAIN STREET Office Hours: from 9:00 to 3:00
FORESTVILLE, VT 05600 Office Phone: 802-123-4567

The town of FORESTVILLE has initially paid for the cost of suppressing the wildland fire in the amount of \$ 2000 by town check numbers from 12345 to 12345, inclusive.

Under provisions of Title 10 V.S.A., §2643, and the Forest Fire Reimbursement Policy, the Town Selectboard requests reimbursement based upon this cost.

Signed: James Smith David Smith Mary Smith
Chair Member Member
4 / 30 / 2017 Joe Smith Jane Smith
Date Member Member

PART B – District Information *(to be completed by the District Fire Supervisor)*

State Fire Report Number: _____ Fire Report Received On: ____/____/____
 Type of Fire: ☐ Grass ☐ Brush ☐ Woods Expense Form Received On: ____/____/____
 Fire Occurred: From ____/____/____ to ____/____/____ Size of Fire: ____ acres Class: ____

I have received and recorded a completed Wildland Fire Suppression Expense Form and forward this request having reviewed and approved of all expenditures relating to this fire.

Signed: _____ Date: ____/____/____
District Fire Supervisor
 Forwarded to Headquarter's Office On: ____/____/____

Comments:

PART C – Headquarter's Office *(to be completed by the main office of the Dept. of FP&R)*

VISION Accounting Codes: 520590, 22005, 6130020000, 52224, SFA____, 70066

Approval:

Steven Sinclair, Director of Forests
 Date: ____/____/____

PAY TO: (Treasurer Town of):
 Comments:

Example Wildland Fire Suppression Expense Form

Wildland Fire Suppression Expense Form

Submit this Expense Form(s), proof of payment, and Application for Fire Cost Reimbursement to your District Fire Supervisor by December 31st.

Page 1 of 1

FORESTVILLE
Town

POND ROAD FIRE
Name of Fire

POND ROAD STATE FOREST
Agency of Natural Resources Land Parcel

TOM SMITH
Town Forest Fire Warden

Town Forest Fire Warden Use only:

FORESTVILLE VOLUNTEER FIRE DEPARTMENT						
Name of Fire Department (Charged with fire protection for the Town listed above).						
Date	Time: Respond from Station	Time: Back in Service	# Responding Firefighters	# Responding Dept. Trucks	Reimbursable Hours	Reimbursable Expenses
4-10-17	1:40	5:40	8	4	4.0	\$ 2,000
						\$
						\$
						\$
						\$
						\$
						\$
						\$
						\$
TOTAL						\$ 2,000

We certify that the above expenses are correct and are payable for the purpose of suppressing forest fires on or threatening Agency of Natural Resources owned lands and that a record of such is kept in the town files.

Tom Smith
Town Forest Fire Warden

4-30-2017
Date

FPR District Fire Supervisor

Date

Town Treasurer Use only:

Check Number	Check Payable to:	Date Shown on Check	Total Amount Paid
12345	FORESTVILLE VFD	4-30-17	\$ 2,000

Cathy Jones
Town Treasurer

4-30-17
Date

Department of Forests, Parks and Recreation Use Only:	Date Fire Report Rec'd by FPR: _____
State Fire Number: _____	Date Expense Report Rec'd by FPR: _____

Wildfire Protection Equipment and Supplies Order Form

Town or Fire Department making order:			Send to: (District Fire Supervisor)		
Mailing Address:					
Contact Person:					
Telephone Number:					
Qty	*Unit of Issue	Stock # (NSN)	Description	Unit Price	Total Cost
				TOTAL	
*Unit of issue: BX= box EA=each LG=Length PG= Package PR = Pair					

APPROVALS

Select Board Signatures: _____ _____ _____ _____ _____ _____	Date: _____	Amount of check included with order: \$
		Check #:
		Please make checks payable to: STATE OF VERMONT
		Fire Warden Signature:
		Date:

FOR STATE USE ONLY

Date order received by District Fire Supervisor:	Date order received in Essex
District Fire Supervisor's Initials	Initial of person receiving order
Date order sent to Essex	Date order submitted to DLA

Example Vermont Fire Prevention Ticket

Form No. 463 Rev. 7/15 S.M.L.		VERMONT FIRE PREVENTION TICKET		A 015751	
COURT ADDRESS		Criminal Division of Vermont		Circuit (County)	
Mailing Address					
By the authority of the State of Vermont, the undersigned says:					
Last Name (PLEASE PRINT)		First		Middle	
Street					
Town, City		State	Zip Code	Tel. No. (for court use)	
Age	DOB	Place of Birth	Sex	Height	Weight
Representing: <input type="checkbox"/> Self <input type="checkbox"/> Employer/Co.		Employer/Co.			
On	Day of Week	Date	Time		
At	Location				
In	Town				
committed the following offense (describe the offense):					
IN VIOLATION OF	State Statute Citation 10 V.S.A.		against the peace and dignity of the State.		Waiver Fine & Surcharge \$
	<input type="checkbox"/> § 2645 (a) (Permit)	<input type="checkbox"/> § 2648 (a) (Slash)			
Officer's Title		Phone No.	Town/Dept.		
I further state that I have just and reasonable grounds to believe that the person named above committed this offense.			Warden's Signature		
I have received a copy of this ticket and understand that failure to answer it may result in the court finding me in contempt.			Defendant's Signature		
I have reviewed this ticket and have forwarded it to the State's Attorney for prosecution.			Supervisor's Signature		
Date:					
FOR PROSECUTOR'S USE ONLY					
<input type="checkbox"/> I hereby enter and prosecute <input type="checkbox"/> I hereby dismiss the above complaint.					
<input type="checkbox"/> I amend the charge to		Amended Charge	Amended Fine & Surcharge		
Date		Prosecutor's Signature			
FOR COURT USE ONLY					
COURT'S COPY		Signature of Clerk			
I certify that the information on this ticket is a true abstract of the court record in this case.					

Fire Training Notification Form

FIRE TRAINING NOTIFICATION FORM

SEND COMPLETED FORM TO:

Department of Environmental Conservation
Air Quality and Climate Division
Davis Building – 2nd Floor
One National Life Drive
Montpelier, VT 05620-3802 Telephone: (802) 338-2047
email: brian.monroe@vermont.gov

THIS NOTIFICATION MUST BE SUBMITTED AT LEAST 14 DAYS PRIOR TO THE TRAINING. PLEASE NOTIFY ALL NEIGHBORS WITHIN HALF A MILE OF THE PROPOSED TRAINING AT THE TIME OF THIS NOTICE. **PROPER PROCEDURES FOR DEMOLITION NOTIFICATION AND ASBESTOS IDENTIFICATION/REMOVAL MUST BE FOLLOWED – CALL (802) 863-7382 OR EMAIL CHRISTOPHER.KINNICK@VERMONT.GOV.**

In compliance with Section 5-202(3) of the Air Pollution Control Regulations, you are advised of the following planned fire training drill.

DATE(S) _____ APPROX. TIME _____ to _____

ADDRESS OF PROPOSED TRAINING: _____

PROPERTY OWNER: _____ PHONE: _____ EMAIL: _____

DEMOLITION NOTIFICATION SUBMITTED? _____

PARTICIPATING FIRE DEPARTMENTS _____

TYPE OF FIRE: GIVE DETAILS--SIZE OF STRUCTURES, AMOUNT OF COMBUSTIBLE MATERIAL, ETC.

IMPORTANT NOTES

Asphalt materials, vinyl, rubber, plastic, materials containing asbestos, pressure treated wood, carpeting, linoleum, and other synthetic materials, siding or trim coated with lead paint and any mercury containing fluorescent bulbs, thermostats and switches **must be removed** to the greatest extent possible from any structure to be burned to reduce the generation of toxic air pollutants and heavy smoke.

Unless entirely natural wood, only standing structures suitable for SCBA and entry training may be used for fire trainings. Demolished and/or burnt structures must be disposed of at a certified solid waste disposal facility.

Ash and other residues from the training must be disposed of properly as solid waste. Please have the person responsible for disposal contact the Solid Waste Management Program (802-828-1138) or local solid waste management district about proper disposal.

QUALIFIED INSTRUCTOR(S) IN CHARGE: _____

PHONE: _____ EMAIL: _____

I have read the information in this form and believe the proposed training is a "bona fide" fire training exercise. I will comply with the air pollution control requirements described above.

SIGNATURE _____ TITLE: _____ DATE: _____

THIS NOTIFICATION DOES NOT WAIVE THE REQUIREMENT FOR A LOCAL BURNING PERMIT. PLEASE CHECK WITH YOUR TOWN FIRE WARDEN BEFORE YOUR TRAINING SESSION.

Updated September 2016